



OFFICE OF THE GOVERNOR
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Governor's Office of Crime Prevention and Policy (GOCPP)

FY 25 Notice of Funding Availability (NOFA)
Applicant Technical Assistance Call
Tuesday, April 16, 2024 11:00 am - 12:30 pm

<http://goccp.maryland.gov/grants/>



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About Us: Our Mission

- To serve as a coordinating office that advises the Governor on criminal justice strategies.
- The office plans, promotes, and funds efforts with government entities, private organizations, and the community to advance public policy, enhance public safety, reduce crime and juvenile delinquency, and serve victims.

Criminal Justice Grants Division: Introductions



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Quentin Jones,
Criminal Justice Grants Division Director
Quentin.Jones@maryland.gov

Jackie Adams,
Grant Manager
Jacqueline.Adams1@maryland.gov

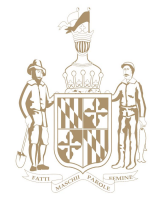
[**GOCPP Staff Directory**](#)

Emily Archer,
Grant Specialist
Emily.Archer@maryland.gov

Genevra Farrare,
Grant Specialist
Genevra.Farrare@maryland.gov

Paula Fitzpatrick,
Grant Specialist
Paula.Fitzpatrick1@maryland.gov

Today's Technical Assistance Call: NOFAs



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- Police Accountability, Community, and Transparency Grant (PACT)
- Sex Offender and Compliance Enforcement in Maryland (SOCM)
- Local Warrant Apprehension & Absconding Grant (WAAG)

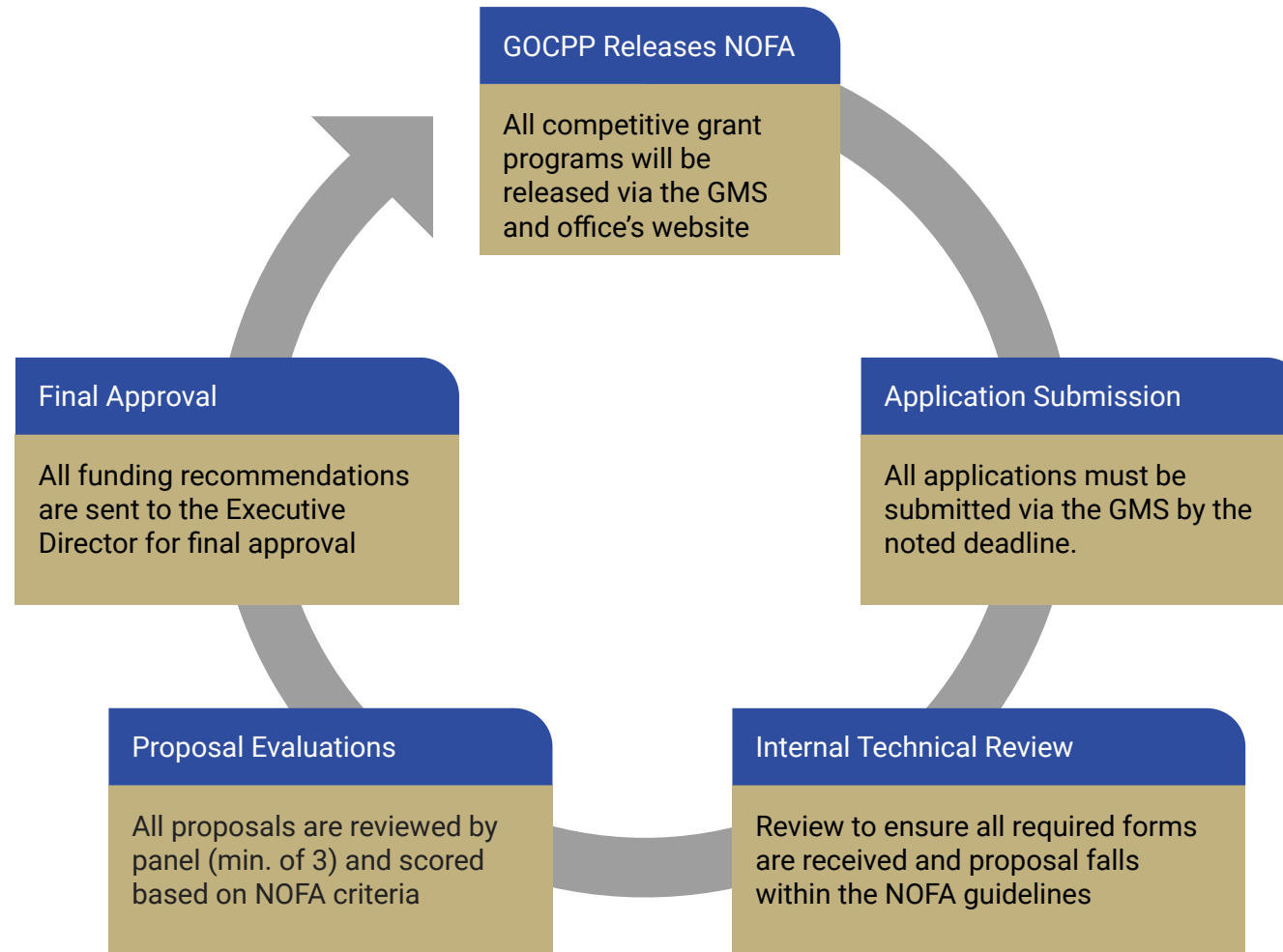


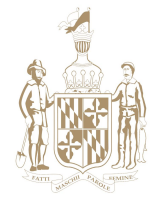
Technical Assistance Objectives

Understand key concepts of submitting a proposal to the Office, including:

- Accessing the Grants Management System (GMS)
- Reviewing: GMS Application Instructions
- Review the NOFA Checklist and Required Forms
- Peer Learning/ Frequently Asked Questions
- Feedback & Survey

Application Process Overview





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Grants Management System (GMS): Access

For new GMS users, please follow the instructions under Request GMS Access webpage:

- <http://goccp.maryland.gov/grants/requesting-access/>

For GMS technical support (system support such as GMS access/login), please contact our GMS Help Desk via the following email:

- support@goccp.freshdesk.com

For GMS resources, please use the following link:

- <http://goccp.maryland.gov/grants/gms-help-videos/>



GMS Help videos

Grant Application Submission

- [Introduction of Notices of Funding Availability & NOFA Instruction](#)
 - <http://goccp.maryland.gov/programs/> (review specific NOFA)
 - <https://goccp.maryland.gov/gms-application-instructions/> (accurate submission of line items/narrative in GMS)
- [Facesheet and Grant Application](#)
- [Officers, Services Sites, Summary, and Narrative](#)
- [Budget](#)
- [Electronic Submission](#)



Next Up: GMS Face Sheet and Narrative Sections

Home | Grant Management | Funding Management | Address Book | Reports | Admin | Logout

Grant Management > Application Search

App. Number:	Grant Number:	Req. Funds:	Match Funds:	Match %:	Pro
[Unassigned]		\$30,000.00	\$11,000.00	26.82 %	07/

Grant Menu

- Grant Menu
- Search
- Face Sheet
- Officers
- Service Sites
- Summary
- Narrative
- Budget

Save

? PROJECT TITLE

Project Title

? APPLICANT AGENCY

Is service site?

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Application Face Sheet Highlights

Refer to Page 4 of the [GMS Application Instructions](#)

- Project Title - **Short** and Precise reflecting your project.
- Applicant Agency - The agency overseeing the Implementing Agency, if required
- Implementing Agency - The name of the organization implementing the project
- Authorized Official - The person who maintains the legal authority for your agency
- Service Sites - Add all the sites/locations where implementation will take place
- Proposed Start/End Dates - the grant period - **7/1/2024 - 6/30/2025**
- Preparer Information - who prepared the application include the contact information.



Required Grant Personnel

Using the Officers' Tab, the following personnel must be included:

- Project Director - person in charge of the project and coordinating with this office; uploading required documents; completing the quarterly Programmatic Reports.
- Fiscal Officer - person responsible for submitting the quarterly Financial Report; submitting invoices and/or receipts.
- Civil Rights Contact - person responsible for handling internal civil rights violation complaints

The deadline to request New GMS Users access is noted in the NOFA under Important Dates section.

Please follow the instructions on the [Request GMS Access Webpage](#).



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Sample (Fictitious) Grant Program

Title: Community Outdoor Space Improvement Program (COSI)

Purpose: To improve the physical appearance and functionality of public outdoor spaces

Eligibility: County Government Agencies

We will use this sample program throughout the presentation to illustrate different sections of the application narrative



Project Summary Highlights

The Project Summary should provide a concise summary of your proposal and be limited to **100 words or less.**

Use the template below for your project summary.

The _____ (Implementing Agency's Name) ¹ _____ (Project Title)
¹ _____ program helps to _____ ² in _____ ³. The
program _____.⁴ Program funds will support _____.⁵

Reference: Page 6-7 of the [GMS Application Instructions](#)



COSI Project Summary Samples

Good:

Lennig County's "Play Space For All" project will improve the accessibility of 5 county-owned playgrounds by adding in ADA compliant features and play structures to encourage use by all county residents. Grant funds will be used for construction and maintenance costs.

Not so great:

This project will make playgrounds better.



Application Narrative Overview

There are 8 required sections for the Narrative. Please refer to pages 7-11 of the [GMS Application Instructions](#) for more details.

The screenshot displays the 'Grant Management' application search interface. At the top, a table shows application details:

App. Number:	Grant Number:	Req. Funds:	Match Funds:	Match %:	P
[Unassigned]		\$0.00	\$0.00	0.00 %	00

Below the table is a 'Grant Menu' on the left side, listing various options: Grant Menu, Search, Face Sheet, Officers, Service Sites, Summary, **Narrative** (circled in blue), Budget, Budget Priority, Print, Documents, and Activity Log. The main content area features a 'Save' button, a 'Generate Report' button, and a red warning message: 'Please remember to save your narrative every 15 minutes! See [NOFA Application Instructions](#) for narrative guidance.' Below this is a section titled 'PROBLEM STATEMENT/NEEDS JUSTIFICATION' with the text 'See NOFA' and a rich text editor toolbar.

Application Narrative Overview

Section	Points*	Central Question
Problem Statement/Needs Justification	15	Why do you need this grant?
Project Goals and Objectives	20	What are you going to do with the grant?
Project Strategy/ Logic Model	10	How/Why do you think your project will work?
Program Measurement	20	How will you know if your project is successful?
Timeline	5	When will you be implementing the grant?
Spending Plan & Budget	20	What/when will grant funds be used for?
Management Capabilities	5	Who will be managing the grant?
Sustainability	5	How will this grant make a difference after the funding period?

****Note: The points may vary depending on the specific-NOFA***

Application Narrative- Problem Statement/Needs Justification



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Central Question: Why do you need this grant?

- Include a detailed description of the nature and extent of the problem and/or need to be addressed
- Discuss the target population and or geographical area served.
- Provide the latest statistical data to document the problem. Be sure to include data that is as LOCAL to your project as possible.
- What efforts, if any, have been made to address this problem in the past? Why were these efforts not sufficient in solving the problem?
- Refer to the Grant Program NOFA for any program-specific requirements that should be included in this narrative section.



COSI Problem Statement Samples

Good: This grant will serve 5 dilapidated playgrounds in Lennig county. These playgrounds all contain rusted equipment, slides and swings that no longer comply with safety requirements, and do not contain any ADA accessible features. A survey of 100 local residents noted that 85% were reluctant to use these playgrounds due to these issues. We previously revitalized these areas in 1986, but over time the equipment has eroded and requires replacement again.

Not so great: National research from the Hammond Group in 2003 showed that most people prefer to use playgrounds that are located in wooded areas. It's important that we plant more trees at our area playgrounds.



Application Narrative- Project Goals and Objectives

Central Question: What are you going to do with the grant?

- Provide a statement that conveys the goals of the project. Goals identify the program's intended **short and long-term results**.
- Identify specific objectives you wish to accomplish through the implementation of the project.
- Objectives are specific, quantifiable statements of the project's desired results, and should include the target level of achievement
- Please note that if the continuation of a project previously funded by the Office is being requested, a description of how the goals and objectives continue or build upon previous efforts must be included.



COSI Goals and Objectives Samples

Good:

Goal 1: Improve the safety of our 5 targeted playgrounds

- Objective 1: Remove all swingsets and slide structures from each playground
 - Action step: Finalize MOU with Alban Construction by May 30th.
- Objective 2: Ensure all playgrounds meet state or surpass all state-mandated safety guidelines.
 - Action step: Schedule and complete state safety inspection by November 30th.

Not so great:

Goal 1: Improve area playgrounds

Objective: Residents will increase their use of the playgrounds

Objective: Install better equipment

Application Narrative- Project Strategy/ Logic Model



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Central Question: How/why do you think your project will work?

- Explain in some detail how the project will address the problem and accomplish the project goals and objectives.
- Include linkages to other programs, organizations, and stakeholders that will be involved in or impacted by the project.
- The strategy should be based on an underlying logic—i.e., a set of assumptions regarding the services the project provides, the impacts these services will have on the clients it serves, and the projected results within the community or the targeted population.
- Also, refer to the NOFA for any program-specific requirements that should be included in this narrative section.



COSI Program Strategy Samples

Good:

The overall goal of our program is to improve the safety of our 5 targeted playgrounds. In order to achieve this, we will be partnering with Alban Construction, a nationally-recognized leader in play safety engineering. With guidance from Alban, we have selected equipment made from polycarb Sulfonate composite materials, which research studies have shown can reduce common playground injuries by 60%, compared to wood and metal structures. This type of equipment was installed in playgrounds in Schisler County in 2020, and in addition to a reduction in safety incidents, that county reports a 500% increase in playground usage.

Not so great:

In order to improve playground safety, we will be installing new equipment. This new equipment will also look brighter and more inviting to area residents.



Application Narrative- Program Measurement

Central Question: How will you know if your project is successful?

- How does your agency plans to measure the success/impact of the proposed project?
- Include the required program measures included in the NOFA
- Discuss what tools you will use to gather and analyze the necessary data
- Identify the initial and long-term output Measures, outcome measures, and intended impacts for your project
- If this is a continuation project, what were the results of your prior project?



COSI Program Measurement Samples

Good:

Short term Goal: Improve the safety of our 5 identified playgrounds

Measure: All 5 playgrounds will receive a score of 85% or better

Tool: State playground safety inspection

Long term goal: Increase our residents' usage of the 5 identified playgrounds

Measure: The attendance at area playgrounds will increase by 500% by July 2025

Tool: Site supervisor data reports of attendees between 11am and 12pm every Saturday

Not so great:

Below is a list of the required Performance Measures listed in the NOFA:



Application Narrative- Timeline

Central Question: When will you be implementing the grant?

Applicants must submit a detailed timeline/work plan. This timeline/work plan must include the following:

- Key tasks that must be carried out to implement the project successfully
- Person(s) responsible for seeing that each task is completed within the proposed timeline
- Target dates for task completion
- Timeframe for achieving objectives



COSI Timeline Samples

Good:

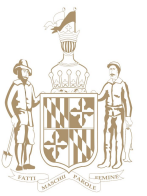
Action step: Finalize MOU with Alban Construction

Responsible Staff Member: Sam Sanderson

Target Date: May 30th

Not so great:

Playground demolition will be completed by May 30th. Playground Installation will be completed by September 30th.



Application Narrative- Spending Plan

Central Question: What/when will grant funds be used for?

- Provide a detailed timeline for the implementation of each budgeted line item.
- Hiring, obligation of funds, equipment delivery, anticipated payments
- Make sure all budgeted items are fully justified in the budget section, including all required cost calculations and relation to project success.
- Refer to the NOFA for any program specific requirements that should be included in this narrative section.



COSI Spending Plan Samples

Good:

Polycarb Sulfonate Composite Slides (Spirals): Each of the 5 playgrounds will have 1 tower spiral slide installed at a cost of \$5000 each. This cost is reasonable as these slides are 200% more durable than metal slides.

Order by deadline: May 30th

Projected delivery and invoice date: September 2023

Reimbursement request date: Quarter 2

Not so great:

Slides: \$25,000

Murals: \$18,000

Benches: \$2,000



Application Narrative- Management Capabilities

Central Question: Who will be managing the grant?

- Provide a brief description of the **Implementing Agency's** experience and achievements that qualify the agency to conduct the project.
- Identify the individuals that will be responsible for the implementation and overseeing of the project
 - Note the individual's experience and achievements related to the project
- Indicate how all requested staff are currently funded (i.e., provide the entire budget for each position).
 - If funded by more than one source, list percentages for each funding source.

COSI Management Capabilities Samples



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Good:

Project Director Sam Sanderson, will manage this project. Sam is a graduate of Lennig County College and holds a masters degree in construction project management. Sam's salary is currently fully funded by the county, and he will take on project oversight as part of his regular duties.

Not so great:

Project Director Sam Sanderson will manage this project. He is a county employee and we are seeking 50% of his salary to be funded through this grant. We estimate he will spend 10% of his time on this project.



Application Narrative- Sustainability

Central Question: How will this grant make a difference after the funding period?

- What efforts have been or will be made to continue the methods, techniques, and operational aspects of the project when the grant funds are concluded?
- Indicate planned future sources of funding or proposed jurisdictional planning efforts.

COSI Sustainability Samples



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Good:

Once this project is complete, it is estimated that the equipment should last for 30 years. We have secured a maintenance contract with Abraham Land Management to be paid through the county budget to inspect and repair the playground every quarter

Not so great:

Once the project is complete, we should not need any further grant funds. If we encounter maintenance costs, we will find additional funding.

Application Narrative Highlights

Disclosure of Pending Applications

- Supplanting is **prohibited**, but leveraging of federal funding is encouraged.
- Applicants are required to disclose whether they have pending applications for federally funded assistance that will support the same project and cover identical budget items.
- Refer to page 8 of [NOFA Application Instructions](#) for additional requirements

SAM Registration/ Unique Entity Identifier

- ALL applicants must comply with all applicable System of Award Management (SAM) unique entity identifier (UEI) requirements.
- Access to SAM: <https://sam.gov/SAM/>
- Snapshot of UEI should be uploaded to the document section of your application



SYSTEM OF AWARD MANAGEMENT

- Subrecipients must keep their organization registration active for the duration of the award.
- Non-active registration will cause a delay in reimbursement
- No cost to applicants to access this service to register/validate annually.
- **Link:** <https://sam.gov/content/home>
 - Streamlined with federal login.gov access
- [SAM.gov Online Assistance](#)



Next Up: GMS Budget Sections

Home	Grant Management	Funding Management	Address Book	Reports	Admin	Logout
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Grant Management > Application Search

App. Number:	Grant Number:	Req. Funds:	Match Funds:	Match %:	Project Dates:
[Unassigned]		\$30,000.00	\$11,000.00	26.82 %	07/01/2019 - 06/30/2020

Grant Menu	Grant Menu	+ Add Budget Revision				Original Grant Application Budget			
	Search	Help	Budget Category	Total Grant Funds		Total Cash Match			
	Face Sheet	?	Personnel	\$22,000.00		\$11,000.00			
	Officers		Description of Position	Salary Type	Funding	Wage Type			
	Service Sites		Community Outreach Coordinator						
	Summary		Community Outreach Coordinator	Salary	Grant Funds	Annual			
	Narrative		Community Outreach Coordinator	Fringe	Grant Funds	Annual			
	Budget		Community Outreach Trainier						
	Budget Priority		Community Outreach Trainier	Salary	Cash Match	Annual			
	Print		Community Outreach Trainier	Fringe	Cash Match	Annual			
Documents	?	Operating Expenses	\$0.00		\$0.00				
Activity Log	?	Travel	\$0.00		\$0.00				
Special Conditions	?	Contractual Services	\$0.00		\$0.00				
Performance Measures	?	Equipment	\$8,000.00		\$0.00				
Progress Reports	?	Other	\$0.00		\$0.00				
Federal Purpose									



Budget Highlights

- Budgets must be clear and specific. Budgets must reflect one year of spending and where applicable, be adjusted to reflect the start date and holidays. The grant cycle will reflect twelve (12) months, unless explicitly stated in the NOFA.
- **The Governor's Office of Crime Prevention and Policy reserves the right to reduce budgets.**
- Each budget line item must include a justification entry. The justification sections must contain brief statements (1 to 2 sentences per line item) that explain each line item and their relevance to the project goals and objectives. **Do not state "See Narrative, Goals, or Objectives"**.
- Refer to pages 12-18 of the [GMS Application Instructions](#) for more information on the budget requirements.



Budget Highlights- Cont.

- There are 6 different budget categories within the GMS. Please refer to the specific NOFA to identify the Allowable and Unallowable Costs and to ensure line items are placed in the appropriate budget categories.

App. Number:	Grant Number:	Req. Funds:	Match Funds:	Match %:	Project Date:
[Unassigned]		\$0.00	\$0.00	0.00 %	07/01/2022

Grant Menu	Original Grant Application Budget			
	Help	Budget Category	Total Grant Funds	Total C
Search				
Face Sheet	> ?	Personnel	\$0.00	
Officers	> ?	Operating Expenses	\$0.00	
Service Sites	> ?	Travel	\$0.00	
Summary	> ?	Contractual Services	\$0.00	
Narrative	> ?	Equipment	\$0.00	
Budget	> ?	Other	\$0.00	
Budget Priority	>			
Print				
Documents				



Budget Categories Highlights

- **Personnel**

- This should only include the Salary/Overtime/Fringe of individuals directly from the Implementing Agency. Time and Effort reports must be maintained for all personnel. Resource: [Time and Efforts Guidance](#)
- Information Needed: Hourly Rate, Annual Salary, % of time or estimated # of hours, and brief job description (1-3 sentences)

- **Operating Expenses**

- Example of line items: office supplies, rental space, printing, and communications. Each budgeted items requires a justification and breakdown of cost

- **Travel**

- All travel expenses must follow the local jurisdiction's travel regulations and cannot exceed Maryland's reimbursement rates. Refer to page 15 of the [GMS Application Instructions](#) for the specific rates



Budget Categories Highlights- Cont.

- **Contractual Services**

- All contracted services (paying for services or goods to an external agency) should be listed under this category. All contracts associated with these items should be uploaded with application.
- For Consultants, there is a **\$650 per day or \$81.25 per hour limitation**. Rates above this threshold may be considered on a case by case basis with sufficient budget justification.

- **Equipment**

- Equipment is defined as having a **useful life in excess of one year and a procurement cost of \$5,000 or more per unit**. Costs may include taxes, delivery, installation and similarly related charges. Property Inventory Report Form (PIRF) will be required Post-Award.
- Equipment with a unit cost less than \$5,000 should be recorded in the 'Other' category.



Budget Categories Highlights- Cont.

- **Other**

- Include all other anticipated expenditures which are not included in the previous categories such as registration fees, program supplies, and equipment with a useful life less than one year and a procurement cost of less than \$5,000.
- Indirect Cost should be included under this Category. Refer to page 16-17 of the [GMS Application Instructions](#) for more details:
 - A copy of federally approved IDC rate must be uploaded with your application.
 - A calculation of the indirect cost should be included in the line item justification

The screenshot displays the 'Original Grant Application Budget' interface. A table lists budget categories with their respective values:

Help	Budget Category	Total Grant Funds	Total Cash Match	Total In Kind	Total Budget
?	Personnel	\$90,000.00	\$0.00	\$0.00	\$90,000.00
?	Operating Expenses	\$0.00	\$0.00	\$0.00	\$0.00
?	Travel	\$0.00	\$0.00	\$0.00	\$0.00
?	Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00
?	Equipment	\$0.00	\$0.00	\$0.00	\$0.00
?	Other	\$0.00	\$0.00	\$0.00	\$0.00
					\$18,000.00

An 'Other Justification' dialog box is open, showing the following details:

- Description: Indirect Cost
- Amount: \$18,000.00
- Quantity: 90000.00
- Unit Cost: \$0.20
- Funding: Grant Funds

The dialog box also includes a 'Justification:' text area and 'Save' and 'Cancel' buttons.



Budget Priority Highlights

After completing the Budget Tab, click on the **Budget Priority Tab** in the GMS. This tab will provide a list of all budget line items added. The Budget Priority tab allows the applicant to ‘drag and drop’ the budget line items in order of priority for funding, beginning with the most essential line item.

NOTE: GOCPP will try to follow this priority list if budget cuts are necessary.

App. Number:	Grant Number:	Req. Funds:	Match Funds:	Match %:	Project Dates:
[Unassigned]		\$0.00	\$0.00	0.00 %	10/01/2021 - 09/30/2022

BUDGET PRIORITY

Below is a list of budget line items that have been entered for this project. Sort them, by dragging and dropping, so that the most essential items are at the top of the list.

Priority	Description
No records to display.	

- Grant Menu
- Search
- Face Sheet
- Officers
- Service Sites
- Summary
- Narrative
- Budget
- Budget Priority
- Print
- Documents
- Activity Log
- Special Conditions
- Performance Measures
- Progress Reports
- Federal Purpose
- Keywords

Next Up: Required Application Documents



Home	Grant Management	Funding Management	Address Book	Reports	Admin	Logout
Grant Management > Application Search						
App. Number:	Grant Number:	Req. Funds:	Match Funds:	Match %:	Project Dates:	Title:
[Unassigned]		\$30,000.00	\$11,000.00	26.82 %	07/01/2019 - 06/30/2020	Sample LMB
Grant Menu	+ Add new Document					
	Search	Edit	Document	Document Name	Created	Modified
	Face Sheet					
	Officers	Classification: General Document; Count: 1				
	Service Sites		Download	Letter of Support - Police Department	11/25/2019	11/25/2019
	Summary	Classification: Grant Application; Count: 1				
	Narrative		Download	GrantApplicationReport_201911250228	11/25/2019	11/25/2019
	Budget					
	Budget Priority					
	Print					
Documents						
Activity Log						



Required Application Forms

Home | Grant Management | Funding Management | Address Book | Reports | Admin

Grant Management > Application Search

App. Number: Grant Number: Req. Funds: Match Funds: Match %: Proj

Grant Menu

- Grant Menu
- Search
- Face Sheet
- Officers
- Service Sites
- Summary
- Narrative
- Budget
- Budget Priority
- Print**
- Documents
- Activity Log
- Special Conditions

Generate Report

PRINT REPORT

Please select the reports to print.

Report: **Grant Application Report**

- Print All Forms
- Summary and Narrative
- Operating Expenses Budget
- Equipment Budget
- Service Sites
- Cover Sheet
- Project Budget Summary
- Travel Budget
- Other Budget
- Assurances
- Face Sheet
- Personnel Budget
- Contractual Services Budget
- Civil Rights
- Anti-Lobbying



LISTING OF REQUIRED FORMS

- Please refer to the NOFA-specific Checklist for a complete list of required documents.
- For all applicants, the following documents are required:
 1. Signed Certified Assurances Form
 2. Signed Certification Regarding Lobbying Form
 3. Screenshot of SAM.gov Registration/Unique Entity Identifier (UEI) Number
 4. **Hyperlinked in each NOFA**
 - [Certification of Applicable Financial Reporting Requirements and Required Financial Reporting Uploading Form](#)
 - [Subrecipient Organizational Capacity Questionnaire Form](#)



LISTING OF REQUIRED FORMS

Certification of Applicable Financial Reporting Requirements and Required Financial Reporting Uploading Form



WES MOORE
Governor

ARUNA MILLER
Lieutenant Governor

DOROTHY LENNIG
Executive Director

Certification of Applicable Financial Reporting Requirements

Directions: The designated Authorized Official of all GOCPP award applicants must utilize this form to annually certify which reporting requirements apply to the applicant entity. Complete the form, checking one box in all numbered statements. Submit this document with the indicated financial reporting documentation for the most recently ended fiscal year to the GMS with each grant application.

Applicant Entity Name:

Fiscal Year:

MD Solicitations Act § 6-402 (b)(7): A charitable organization must file an audited financial statement prepared by an independent CPA if the gross income from charitable contributions is at least \$750,000. For organizations with gross annual contributions between \$300,000–\$750,000, financial statements must be reviewed or audited by an independent Certified Public Accountant (CPA).



LISTING OF REQUIRED FORMS

Subrecipient Organizational Capacity Questionnaire Form



Subrecipient Organizational Capacity Questionnaire (SOCQ)

Instructions: The Governor's Office of Crime Prevention and Policy's (GOCPP) desk review and site visit compliance areas, for issuing subaward, include administering a pre-award assessment tool to determine risk and monitoring levels. The SOCQ is a checklist used to review an applicant's organizational stability, financial management practices, and program operations. SOCQ is part of a complete application submitted in the Grants Management System (GMS) by the due date. In addition, applicants must upload supporting Policy and Procedure attachments in the "Document" section of the online GMS. This form must be reliable information collected from applicant entity's Chief Executive or Financial Officer.

1. Subrecipient Contact Information			
Full Legal Organization/Business Name:			
Address:			
Telephone number:			
Fax number:			
Name of person completing this form:			
E-mail address:			
Website:			
Incorporated in:		Incorporated Date:	
Number of employees:			
Unique Entity ID (UEI) Number:			
SAM.gov Expiration Date:			
FEIN (Federal Tax ID Number):			
Fiscal Year (Month/Year):			
2. Subrecipient Type of Organization (select one):			
<input type="checkbox"/> Nonprofit		<input type="checkbox"/>	



LISTING OF REQUIRED FORMS

Determination of Suitability to Interact with Minors Form* - If applicable

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Lieutenant Governor



DOROTHY LENNIG
Executive Director

Certification Regarding the Determination of Suitability for Individuals Who May Interact with Participating Minors

Directions: The designated Authorized Official of all GOCPP applicants for subawards that require the determination of suitability for individuals who may interact with participating minors must utilize this form to annually certify that the applicant entity complies with this provision. Upload the executed document to the GMS for each application.

Applicant Entity Name: _____

Fiscal Year: _____

Check one box:

The undersigned Authorized Official of the above named entity certifies that the entity maintains written policies and procedures for compliance with the award condition requiring the determination of suitability for individuals who may interact with participating minors. Complete details of this requirement can be found at <https://www.ojp.gov/funding/explore/interact-minors>. The undersigned further certifies that the entity implements these written policies and procedures, fully complies with this requirement, and maintains documentation that substantiates this compliance which is available upon request by the GOCPP.



Application Submission Tips!

- **GMS submission is required. Hard copy applications are not accepted.**
 - Note: Once your application is submitted it will display “Awaiting Hard Copy”
- **Review Application Checklist.**
 - Make sure all items that are that are listed as “Required” are included/uploaded in the GMS before your application submission.
 - Certified Assurance
 - Anti-lobbying
 - Snapshot of SAM.Gov/UEI
- **Do NOT open the GMS in two separate tabs in the same browser window**
 - To avoid GMS glitches, try to copy and paste information from a separate file or different web browser (ie. Microsoft Edge, Firefox, Google Chrome).
- **Contact Grant Manager or Policy contact listed in the NOFA on page 2.**



GMS SUCCESSFUL SUBMISSION

Home | Grant Management | Address Book | Admin | Logout

Home

Available Funding

View	Code	Title	Deadline	Active	Docs	Apply
				Active		
	VAWA	FY 2012 STOP Violence Against Women (VAWA) Formula Grant	12/6/2012	<input checked="" type="checkbox"/>		

Applications

Project Title	Start Date	End Date	Status
			[All]
Health Care Response to DV Survivors	11/05/2012	05/31/2013	Pending
Health Care Response to DV Survivors	11/15/2012	09/01/2013	Pending
Health Care Response to DV Survivors	10/01/2012	09/30/2013	Pending
Test Application	07/01/2012	06/30/2013	Pending Revision
Health Care Response to DV Survivors 2012	11/15/2012	09/01/2013	Awaiting Hard Copy

Grant Awards

Edit	Grant #	App #	Project Title	Start Date
	BARM-2013-0001	2012-BA-0029	GOCCP Body Armor Project	07/01/2012
	BARM-2013-0002	2012-BA-0029	GOCCP Body Armor Project 2 (2 Awards from 1 App Test)	07/01/2012

locating the application in the dashboard, and scrolling over to see the Status column.

Important Dates!



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Deadline to Request GMS User ID	Wednesday, May 15th, 2024
Deadline to Submit an Application	Friday, May 24th, 2024 by 11:59 PM
Funding Decision	June/July 2024
Project Start Date	July 1, 2024
Project End Date	June 30, 2025

Any Questions about Submitting Application in the GMS?



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Face Sheet?
Narrative Section?
Budget Section?
Uploading Documents?



Police Accountability, Community, and Transparency (PACT)

NOFA Link: <https://goccp.maryland.gov/wp-content/uploads/FY2025-PACT-NOFA.pdf>

Purpose:

- To assist law enforcement with the development of effective accountability procedures to achieve their goals of lawfulness and legitimacy while enhancing community relations and transparency.

Law enforcement agencies and various community partners can use grant funds to collaborate on relationship building, public-facing information on police misconduct, use of force/de-escalation training, promising practices regarding the use of force/de-escalation policies, implicit bias training, and other criminal justice reform measures, such as over criminalization, mass incarceration, and recidivism.



Police Accountability, Community, and Transparency (PACT)

Eligible Entities: Local and State law enforcement agencies, Local and State government agencies, Local State's Attorney's Office, MD OAG, and MD-based higher education institutions and nonprofit organizations

Total Amount Available: \$4,000,000

- # of Awards: up to 50
- Funding Range: \$30,000 to \$300,000

Due Date: May 24, 2024 by 11:59 PM

Grant Manager email: Quentin.Jones@maryland.gov or Paula.Fitzpatrick1@maryland.gov

Policy Specialist email: Martin.Hammond@maryland.gov or Richard.Alban@maryland.gov

Police Accountability, Community, and Transparency (PACT)



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Allowable Costs:

Personnel/Contractual Services-

- Hiring/contracting staff for Police Accountability Boards/ mental health professional, Victim Rights Advocate, Training provider

Operating Expenses-

- Start-up/expansion costs for Police Accountability Boards/Administrative Charging Committees/Trial Boards

Travel-

- Travel expenses associated with attending training/meetings

Equipment-

- Body-worn camera programs, Early intervention systems, Misconduct databases, weapon notification systems, training simulators

Other-

- Tuition reimbursement for students with the intent to become sworn officer and current officers continuing their education

Sex Offender Compliance Enforcement in Maryland (SOCM)



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NOFA link:

<http://goccp.maryland.gov/wp-content/uploads/FY2024-SOCM-NOFA.pdf>

Purpose: Ensure compliance by persons who are required to register or re-register with the Maryland Sex Offender Registry

Eligibility Entities: Designated County Law Enforcement Agencies

Funding Amount Available: \$728,916 #of Awards: 24

Unallowable Costs: Contracts beyond 12 months

Grant Manager email: Emily.Archer@maryland.gov or Jacqueline.Adams1@maryland.gov

SOCM Budget Guidelines

Personnel: Overtime costs for officers conducting sex offender registration and/or compliance checks

Operating Costs: Unallowable for SOCM

Travel: Travel costs for training in the area of sex offender compliance and monitoring

Contractual: Outside personnel conducting sex offender monitoring and compliance checks (some counties contract with retired county officers/deputies)

Equipment: Unallowable for SOCM

Other: Costs for OffenderWatch licenses/maintenance; registration costs for professional conferences aligned to SOCM

Note: Only request the exact amount allocated to your county as stated in the NOFA

Local Warrant Apprehension & Absconding Grant (WAAG)



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NOFA link: <https://goccp.maryland.gov/wp-content/uploads/FY2025-WAAG-NOFA.pdf>

Purpose: To assist local law enforcement with reducing the number of open warrants, especially warrants for violent crimes, and the apprehension of individuals who have absconded from a court-ordered drug and/or alcohol treatment facility.

Eligibility Entities: Local Law Enforcement Agencies

Funding Amount Available: \$10,000 to \$150,000; up to 35 awards

Allowable/Unallowable Costs: Refer to the NOFA

Due Date: May 24, 2024 11:59 PM

Grant Manager email: genevra.farrare@maryland.gov

Policy Specialist email: angelo.giafes@maryland.gov

Local Warrant Apprehension & Abscond Grant (WAAG)



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Hyperlinks

Activated by clicking on a highlighted word or image on the screen

NEW: [Certification of Applicable Financial Reporting Requirements and Required Financial Report Uploading Reporting](#)

NEW: [Subrecipient Organizational Capacity Questionnaire with applicable attachments](#)

Performance Measures

- Total number of misdemeanor warrants served
- Total number of felony warrants served
- Total number of attempted warrant services
- Total number of wanted individuals who were arrested related to violent crime(s)
- Total number of firearms seized during warrant service
- **Total number of warrants in the jurisdiction by type of warrant and related offense**
- Total number of unserved warrants removed from databases through validation methods (abated by death, charges dropped. etc)
- Total number of warrants reduced from the overall number of warrants in the jurisdiction
- Total number of apprehended absconding individuals
- **Describe all situations where the service of a misdemeanor warrant led to the apprehension of a felony offender**

Definitions

- **Absconding** means willfully evading supervision including leaving an inpatient residential treatment facility that an individual was placed in under a court order for drug or alcohol treatment without the permission of the administrator. Absconding does not include missing a single appointment with a supervising authority.
- **Administrator** means the program director or the clinical director of an alcohol or drug abuse treatment facility or a healthcare facility
- **Arrest Warrant** means a written order of the court which commands a law enforcement officer to arrest a person and bring him before a magistrate. Judges and District court commissioners issue arrest warrants. However, only judges issue “bench warrants.”
- **Bench Warrant** means an arrest warrant that a judge issues requiring law enforcement officers to apprehend someone. The judge has the discretion of indicating the amount of the bond that must be made before the accused may be released or leaving the amount of the bond to the discretion of the District court commissioner that holds the hearing after the accused is taken into custody. Bench warrants are often issued when a defendant fails to appear in court when required to do so.
- **Local Law Enforcement Agency** means:
A police department of a county or municipality corporation in the State; and
The office of the sheriff that provides a law enforcement function in a county or municipal corporation in the state.
- **Retake Warrant** means a written order signed by a Parole Commissioner, Maryland Parole Commission, that authorizes and directs any sheriff, police officer, or any employee of the Division of Parole and Probation authorized by the Director to execute retake warrants to take the subject into custody and return him to the Department of Corrections. This warrant does not charge the person with a crime and therefore no appearance before a District court commissioner is necessary. A subject cannot post bail when taken into custody on the authority of a Retake Warrant.

Criminal Justice Grants Division: Contact Information



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Quentin Jones,
Criminal Justice Grants Division Director
Quentin.Jones@maryland.gov

Jackie Adams,
Grant Manager
Jacqueline.Adams1@maryland.gov

Emily Archer,
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Emily.Archer@maryland.gov

Genevra Farrare,
Grant Specialist
Genevra.Farrare@maryland.gov

Paula Fitzpatrick,
Grant Specialist
Paula.Fitzpatrick1@maryland.gov

[**GOCPP Staff Directory**](#)



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Any Feedback?

Please use the below link to complete our FY25 NOFA TA Survey so that we can improve our calls in the future.

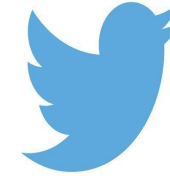
Link: <https://forms.gle/1VsrUarByPyYYnSq5>

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<http://goccp.maryland.gov/>



@MarylandGOCCP
on Facebook and Twitter
#ASaferMD

Grants Management System - Technical Support:

support@goccp.freshdesk.com