

# GREENLIGHTS

## GRANT INITIATIVE

A PROJECT OF THE JUST KEEP LIVIN FOUNDATION

---

# Getting Ready for Grants - An Overview of Federal and State Grants and What's Needed to Apply

September 25, 2023

Presenter: Annie Kurowski, Vice President, McAllister and Quinn



## A Message from Matthew



## Meet Your Facilitator



Annie Brown Kurowski, MSc  
Vice President  
McAllister & Quinn

- ❑ Manages a wide variety of small and large nonprofit and higher education clients that work across a broad spectrum of behavioral health and social services, justice and cultural interests.
- ❑ Specializes in providing clients with long-term strategic planning, project design, development, and management to support their organizations' mission, vision and budget priorities.
- ❑ Previously served as Deputy Director for Congressional and Legislative Affairs at the Corporation for National and Community Service (CNCS), Legislative Assistant on domestic policy for a Senator, and as Research and Professional Staff on the Senate Committee on Health, Education, Labor and Pensions.

# About McAllister & Quinn

## Washington, D.C. – based consulting firm

- Founded in 2004
- Specialize in securing funding for a wide range of 200+ clients, including nonprofits, public agencies, healthcare organizations, higher education institutions, and advanced technology initiatives.

**90+**

Experienced staff from nonprofits, Congress and government agencies, colleges and universities

**275+**

Grant consultants, subject matter experts, coaches, reviewers, and agency specialists

**\$1.8B+**

In secured funding since 2010 from competitive sources

## What We Will Cover:

- ❑ Overview of federal grants landscape and what the Bipartisan Safer Communities Act (BSCA) funds
- ❑ Getting started: General information on how to register and apply for federal grants out of the Bipartisan Safer Communities Act (BSCA)
- ❑ How to identify good fit grant opportunities
- ❑ Tips for writing a competitive federal grant application

## Bipartisan Safer Communities Act (BSCA)

- ❑ In the wake of the Uvalde tragedy, on June 25, 2022, President Biden signed the Bipartisan Safer Communities Act (BSCA), the first significant federal gun safety bill in nearly three decades.
- ❑ The legislation provides approximately **\$3.6 billion** towards community violence intervention and for grants to help schools with security upgrades, mental health services, and other programming to make schools safer.
- ❑ Grants are available at the state and federal level for States, schools and school districts, and nonprofits, through the Department of Justice, Department of Health and Human Services, and Department of Education.

## Available School Safety Grants:

- Department of Justice Grants to spread across state crisis intervention programs:
  - Bureau of Justice Assistance STOP School Violence Program
    - Train in violence prevention, develop anonymous reporting systems, operate threat assessment teams, and more.
  - COPS Office School Violence Prevention Program
    - Allow school security coordination with local law enforcement, training for local law enforcement to prevent student violence, placement of deterrent measures, technology to alert law enforcement.
  - OJJDP FY Enhancing School Capacity To Address Youth Violence
    - Increase school safety through the development and expansion of violence prevention and reduction programs and strategies.

## Available School Safety Grants:

- Department of Health and Human Services Grants:
  - Project AWARE
    - Identify youth in need of mental health services, increase access to mental health treatment, and promote mental health literacy.
  - Mental Health Awareness Training
    - Train individuals to appropriately and safely respond to persons with mental health challenges and/or disorders.



# Available School Safety Grants:

- Department of Education Grants:
  - Mental Health Services Professional Demonstration Grants
    - Support and demonstrate innovative partnerships to train school-based mental health service providers for employment in schools.
  - 21st Century Community Learning Centers (distributed through SEAs)
    - Create community learning centers that provide academic enrichment opportunities during non-school hours for children.
  - School Based Mental Health Services Grants
    - Increase credentialed mental health services providers providing school-based mental health services in LEAs with demonstrated need.
  - Stronger Connections Grant Program (distributed through SEAs)
    - Disseminate subgrants to high-need local educational agencies (LEAs) for activities to support safe and healthy students.

# Getting Started: How to register and apply for federal grants

## IMPORTANT REGISTRATIONS:

- ❑ Obtain an EIN (*Employer Identification Number*) from the IRS: ([irs.gov/business](https://irs.gov/business)) \* May take up to 5 weeks
- ❑ Register with SAM for awards and Unique Entity ID (UEI) Number: ([SAM.gov](https://sam.gov)) System of Award Management. \* Renew every 12 months; designate an eBIZ point of contact (CFO, COO)\*May take up to 2 weeks
- ❑ Register with Grants.gov for grant upload and submission: ([Grants.gov](https://grants.gov)) Register link on top of banner. Designate AOR (*Authorized Organization Representative*) who has authority to upload and submit grants.
- ❑ Register with JustGrants (Department of Justice portal): ([justicegrants.usdoj.gov](https://justicegrants.usdoj.gov))
- ❑ Register with eRA Commons (SAMHSA grants): ([www.era.nih.gov](https://www.era.nih.gov)). Program Director must have an ERA Commons ID.

# How to Identify Federal Grants

- **Grant sources (search by key words, awardees, topic areas, etc.):**
  - Grants.gov (forecasts and Notice of Funding Announcements (*NOFOs*))
  - Agency forecasts (SAMHSA, DOJ, DoED)
  - Other subscription services and Listservs (CLASP, PIVOT)
  
- **Grant cycles:**
  - Annual, bi-annual, every three to five years \* Look at funding history of grant to estimate next NOFO release
  - Deadlines vary, but typically applicants have 45-90 days to respond to a request for proposals
  - No “grants season” – grants offered throughout the year

# Identifying Opportunities

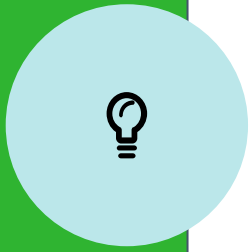
AGENCY/SUBAGENCY	FOCUS
<b>HHS: <i>Substance Abuse and Mental Health Services Administration (SAMHSA)</i></b>	Improves access and reduces barriers to high quality programs to reduce substance use disorder and improve mental health
<b>DoED: <i>Department of Education</i></b>	To support Local Education Agencies (LEAs) and nonprofits in partnership with schools
<b>DOJ: <i>Department of Justice</i></b>	To support law enforcement and public safety activities in state, local, and tribal jurisdictions; to assist victims of crime; to provide training and technical assistance; to conduct research and collect national statistics; and to implement programs that improve the criminal, civil, and juvenile justice systems
<b>DOJ: <i>Office of Juvenile Justice and Delinquency Prevention (OJJDP)</i></b>	Juvenile justice and child protection programs

# What Makes a Good Fit Grant?

- **Eligibility**
  - Most obvious criteria – is your organization eligible?
- **Number of Awards**
  - Wide range and number
- **Review previous awards & proposals**
  - Who was funded in past?
    - You can request FOIAs of previously-awarded proposals
  - Funding amount
    - Is it worth the time?
  - Geographical distribution and priorities
    - Prioritizing communities? (i.e., Opportunity zones, designated rural areas)
- **Alignment with Strategic Plan, Programs of Organization**
  - Preference priorities align with organizations target population/mission
  - Activities match the allowable costs (pay attention to unallowable costs!)

# Project Timeline Model

## 1. Conceptualize



**Project team** develops a concept paper with the project director.

~12 weeks out

## 2. Launch



**Organization's project team** reviews the team's concepts and outlines a project timeline.

~10 weeks out

## 3. Write



**Writer** takes the lead in drafting the proposal.

~9 weeks out

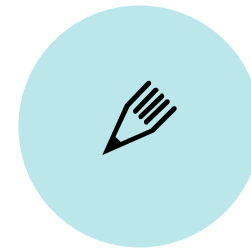
## 4. Review



Have someone **review** from an outside perspective.

~3 weeks out

## 5. Edit



**Copy editor** edits the final draft proposal and attachments.

1 week out

## 6. Submit



The **Organization's designee** submits the proposal.

GRANT DEADLINE

## Step 1: Planning

- **Start early (2-3 months out from deadline)**
  - Reviewing past or current solicitations
  - Reviewing previously funded proposals (if accessible)
- **Gather baseline data (Demographics, local/regional/national) to support need**
- **Identify your grant writing team**
  - Who is leading the writing?
  - Who is the program specialist?
  - And who is the program finance specialist?
- **Securing relevant partnerships**
  - Are MOU's required? Letters of Commitment?
  - Are partnerships required?
  - **GET THESE EARLY**

## Step 2: Writing

- **Write to the review criteria! (In the back of the solicitation)**
- **Write directly to the agency goals and objectives stated in the solicitation—NOT what you want to fund**
- **Use the agency's language**
- **Follow the guidelines and structure provided in the application, provide only what is asked**
- **Focus on one or two areas and have a hook (what makes your program unique, innovative)**
- **Review narrative and budget (do they align?)**



## Step 3: Review

- **Review your draft**
- **Review your budget and make sure it aligns with your budget justification and narrative**
- **Review all attachments**
- **Ask someone outside of the project team to review your application**
- **Make sure they use the scoring criteria in the grant while reviewing**

## Step 4: Submitting

- **Make sure the application goes through the proper internal approvals prior to submission**
- **Make sure there is a backup person with the login information to submit**
- **Submit early, ALWAYS**

## Step 5: Waiting

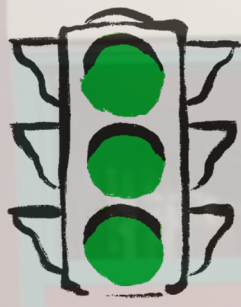
- **What does the review process look like?**
- **How long until I hear back on my application?**
- **What do I do while I'm waiting to hear back?**

## Step 6: Resubmitting

- **Declination is part of the game!**
- **Review Feedback**
  - Agencies may not fund on the first submission
  - Feedback improves the draft
  - Carefully read the review summary and comments
- **Revise**
  - Schedule a call to discuss next steps, such as reworking the proposal and coordinating a call with the relevant Program Officer (PO) at the federal Agency (if agency is amenable)
- **RESUBMIT!**

# Resources for School Districts

- The Greenlights Grant Initiative provides tailored and free resources including webinars, memos, and other helpful tools:
  - General Grantsmanship and Specific Grant Opportunity Memos
    - [Getting Ready for Grants](#), [Top 5 tips for Putting Together a Competitive Grant Proposal](#), [Top 5 Tips for Identifying Good Fit Grants](#), [Five Commons Pitfalls for New Grant Seekers](#)
    - [BJA Stop School Violence](#), [COPS School Violence Prevention](#), [DoED Stronger Connections](#), [DoED 21st Century Community Learning Centers](#), [DOED School-Based Mental Health Services](#), [DoED Mental Health Services Professional](#), [OJJDP Enhancing School Capacity to Address Youth Violence](#), [SAMHSA Project AWARE](#), and [SAMHSA Mental Health Awareness Training Grants](#)
  - Upcoming webinars include:
    - *Getting Ready for Grants – An Overview of Federal and State Grants and What’s Needed to Apply on September 25, 2023*
    - *Federal Grant Writing 101 on October 10, 2023*
    - *How to Make Your Case with Data on October 20, 2023*
    - *Understanding Logic Models on November 15, 2023*
    - *How to Build a Grant Budget on December 5, 2023*



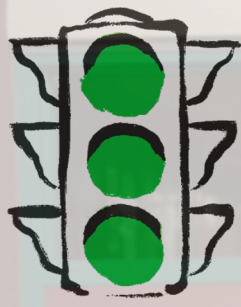
# GREENLIGHTS

## GRANT INITIATIVE

A PROJECT OF THE JUST KEEP LIVIN FOUNDATION

A large, diverse group of young people, including students and a man in a white shirt, are standing together in front of a building. The man in the white shirt is in the center, smiling, and has his arms around a young boy in front of him. The group is diverse in age and ethnicity, and many are smiling. The background shows a building with large windows and doors.

**Questions?**



# GREENLIGHTS

## GRANT INITIATIVE

A PROJECT OF THE JUST KEEP LIVIN FOUNDATION

**Thank you for Joining Us!**

**Contact:**

**[info@greenlightsgrantinitiative.org](mailto:info@greenlightsgrantinitiative.org)**