Office for Safe Schools Targeted Grants for Equipment

2021-2022 Request for Application
July 2021

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF EDUCATION
333 Market Street
Harrisburg, PA 17126-0333
www.education.pa.gov

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Table of Contents

Safe Schools Initiative Targeted Grants – Equipment
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Background

The purpose of the Pennsylvania Department of Education (PDE) Office for Safe Schools' Safe Schools Initiative Targeted Grant for Equipment is to assist school entities for security planning, purchase of security-related technology which may include metal detectors, protective lighting, surveillance equipment, special emergency communications equipment, electronic locksets, deadbolts and theft control devices, and training in the use of security-related technology. Security planning and purchase of security-related technology shall be based on safety needs identified by the school entity's board of directors.

A total of $2,350,000 in state funding is available for Equipment and Program Grants in the 2021-2022 School Year. Funds must be used in accordance with the criteria identified in section 1302-A of the Pennsylvania School Code and fulfill the requirements of the guidelines set forth by PDE in this request for application.

PDE's Office for Safe Schools will allocate funds through a competitive grant review process. A school entity will submit its application via the eGrants system. For the purposes of this grant "school entity" shall be defined as a public school district, charter school, cyber charter school, or career and technical center.

Funding is not guaranteed. All grants are competitive and reviewed based on meeting the application requirements and statutory priorities.

Applications may be submitted in eGrants from July 30 until 11:59 PM on October 1, 2021.

Safe Schools Targeted Equipment Grant applicants also may apply for the Safe Schools Targeted Program Grant.

Funding

Eligible grantees may receive a total award amount up to $25,000 for 2021-2022 school year.

Funds may be expended only on the equipment identified in the proposal and approved by PDE's Office for Safe Schools. Funds expended beyond the identified and approved initiatives will not be reimbursed.

The requested amount should not exceed the maximum allowable amount of $25,000. Grant requests over $25,000 will not be reviewed or funded.

All grant funds received for school year 2021-2022 must be expended by June 30, 2022.

Equipment Grant Requirements

Applications will be reviewed for:

1. Goals and Objectives: What will be achieved and measurable steps that will be taken to achieve each goal.

2. Program Implementation – Plan of Action: Equipment to be purchased; programs, activities, procedures to be implemented; and training to be conducted in relation to the goals and objectives identified.

3. Supporting Data: Conclusive data indicating the need for the targeted equipment grant and how it supports the need for equipment. Data may include, but are not limited to:

   a. School statistics from the school entity's *School Safety Report*;

   b. School climate survey;

   c. Disciplinary records;

   d. Community protective and risk factors;

   e. Gang activity; and

   f. Pennsylvania Youth Survey.

4. Expected Outcomes: Projected outcomes of the grant activities in measurable terms, including baseline information and expected improvements measured against the goals and objectives identified. Grade levels and number of students and staff impacted. Number of staff and/or students to be trained. Information on how the equipment and programs to be implemented will maintain, improve, or enhance safety and/or the climate of the school.

5. Sustainability: Plans for the maintenance and upkeep of the equipment upon completion of the grant period.

6. Budget: Accurate and detailed budget information that supports the programs, goals and objectives of the proposal. Itemize using a per unit cost and summarize total expenditures into the following three categories: Contracted Services, Supplies/Equipment, and Training.

7. Priority Areas Met: Additional points will be given to applicants meeting the priority areas described below.

Allowable Equipment

The following eligible equipment will be considered for funding:

1. Metal detectors;

2. Protective lighting;

3. Surveillance equipment;

4. Special emergency communications equipment, including radios;

5. Electronic locksets, deadbolts, and theft control devices and training in the use of the security-related technology; and

6. Student, staff, and visitor swipe-card identification systems.

Unallowable Expenses

Items that are directly related to eligible equipment covered in this request for application will be funded under this application. The items listed below are **not** eligible for funding. Please note this not an inclusive list; budgets will be reviewed for allowable items.

1. Architect and engineering fees;

2. First aid and CPR related equipment (Automated External Defibrillators));

3. GPS systems;

4. Bollards;

5. Building improvements (replacing doors/windows) or construction costs;

6. Signage;

7. Computers, laptops, printers, televisions or related equipment not specifically needed for security-related equipment;

8. Maintenance of existing equipment;

9. Licensing fees for phones, software, etc.;

10. Weapons, tasers and stun devices;

11. Ammunition;

12. Vehicles (cars, golf carts, etc.); and

13. Equipment for vehicles.

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 accuracy and information provided based on guidelines outlined in this request for application and on the priorities set forth in 24 P.S.§ 13-1302-A. Emphasis will be placed on the school entity's need as documented in the data and information provided. A maximum of 22 points will be added for meeting the priority areas. Applications that do not include all the required information as stated on the grant application or exceed the maximum grant amount will not be considered for funding.

All qualifying applications will be reviewed and scored.

Scoring

Applications will be reviewed and scored as follows:	Score	Description
Goals and Objectives	15 points	The goals (what will be achieved) and objectives (measurable steps that will be taken to achieve each goal) of the program are clearly stated.
Program Implementation – Plan of Action	20 points	Applicant includes equipment to be purchased; a detailed description of the program(s), activities, and/or procedures to be implemented; and training to be conducted to support the implementation of the program(s).
Supporting Data	20 points	Applicant provides conclusive data that supports the need for this grant allocation and how it supports the need for equipment and goals and objectives. Data may include, but is not limited to, the following: a) school statistics from the school entity's School Safety Report; b) School Climate Survey; c) disciplinary records; d) community protective and risk factors; e) gang activity; and f) Pennsylvania Youth Survey.
Expected Outcomes	20 points	Applicant includes details of how the safety, security, and climate of the school entity will be improved by the equipment and programs to be implemented. Outcomes are stated in measurable terms including baseline information and expected improvements. Applicant explains how outcomes will be measured or evaluated against the goals, objectives, and intended results.
Sustainability	10 points	Applicant includes plans for the maintenance and upkeep of the equipment upon completion of the grant.
Budget Information	15 points	Applicant provides detailed budget information that supports the program(s), goals, and objectives of the proposal. Budget is accurate and itemized using a per unit cost and total expenditure. Expenditures summarized into three categories: Contracted Services, Supplies/Equipment and Training.
Priority Areas Met	22 points	In addition to the application requirements, up to 22 additional points will be given to applicants meeting priority areas defined below.

Priorities

1. 1 Point: Priority in grant funding will be given to a school entity designated as a persistently dangerous school as defined in 22 Pa. Code § 403.2.

2. 1Point: Priority will be given to ensure that grant funding is be geographically dispersed to school entities throughout this Commonwealth.

3   Priority will be given to school entities that applied within the last three years but did not receive funding and school entities applying for the first time and those:

   a. School entities that applied for a grant within the last three years but were not awarded the grant = 10 points

   b. School entities applying for the first time = 5 points

4. Priority points will be given to school entities serving high poverty student populations.

   a.   School entities between 60%-100% = 10 points

   b.   School entities between 40%-59% = 5 points

Award and Disbursement of Funds

Grant awards are projected to be announced in October 2021. Grantees will subsequently be required to sign a grant agreement with PDE's Office for Safe Schools. Expenditures to be reimbursed under the grant must occur after the contract is fully executed.

All grant funds must be expended by June 30, 2022. 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 and ensure compliance with the grant terms.

Upon completion of the grant, grantees will be required to submit the following information on forms supplied by PDE's Office for Safe Schools:

1.   A summary of the goals and objectives accomplished;

2.   A detailed narrative of equipment purchased by the grant;

3.   Grade levels and number of students impacted by the grant; and

4.   A detailed listing of budget expenditures.

This information must be received no later than June 30, 2022.

Fiscal Information

In addition to the forms submitted to PDE's Office for Safe Schools upon completion of the fiscal year in which grant funds were expended, grantees must submit an invoice to PDE's comptroller no later than June 30, 2022. 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 Jan uary1, 2022 and approved by PDE's Office for Safe Schools for payment to 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 Russell Alves at RA-SafeSchoolsEgrant@pa.gov.