



Wes Moore, Governor · Aruna Miller, Lt. Governor · Meena Seshamani, M.D., Ph.D., Secretary

Center for Firearm Violence Prevention and Intervention

Request for Applications

SFY 2027 | July 1, 2026 - June 30, 2027

Reducing Gun Violence in Maryland Through Prevention, Assessment, Intervention, and Response (*Grant # CFVPI-0004*)

Date Issued: January 12, 2026

Questions Due: February 6, 2026 to mdh.violenceprevention@maryland.gov

Informational Webinar: January 26, 2026 from 10:00-11:00 a.m. via [Google Meet](#)

Application due: February 20, 2026

I. Summary

The Maryland Department of Health (MDH or the Department), Center for Firearm Violence Prevention and Intervention (the Center), is issuing this Request for Applications (RFA) for a non-profit organization or government agency to implement evidence-informed strategies to reduce gun deaths and injuries by implementing a project or program aligned with the Center's priorities, which are organized within a Three Pillar framework (see Section V. below).

The anticipated duration of services to be provided under this Agreement is **July 1, 2026 - June 30, 2027**. The Department intends to make multiple awards as a result of this RFA (see Section IV. below). This funding is dependent on available FY 2027 State funding.

II. Applicant Mandatory Requirements

The Applicant must provide proof with its application that the following Mandatory Requirements have been met:

1. The Applicant shall be a social organization as defined per Section 7-402 of the State Finance and Procurement Article of the Annotated Code of Maryland or a local government agency (including

local health departments), state government agency, public college or state university. This includes nonprofit organizations (501(c)(3)), including community-based organizations, faith-based organizations, local hospitals, and institutions of higher education.

2. For social organization Applicants (not local, state government agency, public college, or state university), the Applicant must be a nonprofit organization, classified by the IRS as tax-exempt under section 501(c)(3) of the Internal Revenue Code.
 - a. **Applications must include documentation of tax-exempt status of the Applicant or the Applicant's fiscal sponsor (i.e., IRS tax exempt status determination letter).**

III. Background

The Center was established in October 2024 through [legislation](#) passed by the Maryland General Assembly. The creation of the new Center was spearheaded and championed by the Moore-Miller Administration as a part of its [strategic state plan](#) to create safer communities by addressing the firearm violence epidemic. The Center's mission is to reduce firearm violence, harm from firearm violence, and misuse of firearms in the state by partnering with federal, State, and local agencies and affected communities to implement a public health approach to firearm violence reduction.

The Center serves as a hub to connect with agencies, local health departments, law enforcement, community members, advocates, medical professionals, and others. In June 2025, the Center issued its [Preliminary State Plan for A Public Health Approach To Reducing Firearm Violence](#). The Center aims to assess the current landscape of gun violence prevention programs and campaigns, strengthen data collection and analysis, facilitate collaboration and coordination, and identify and fill policy, implementation, and funding gaps. The Center first funded nonprofit partners and local health departments to implement projects in SFY26. This RFA is for the second round of grants funded by the Center, which will incorporate initial learnings and outcomes of SFY26 projects that are underway.

IV. Purpose and Description of Funds

The Center prioritizes its Three Pillar framework to ensure that funded projects and programs will advance and align with the mission and objectives of the Center. Each pillar of funding will have unique project options and criteria described in Section V. below.

- Applicants may receive funding for only one (1) grant project per funding cycle.
- Proposals can be submitted for new projects or continuing projects that began in SFY 2026.
- Projects will be funded for the twelve month period between July 1, 2026 - June 30, 2027 for the FY 2027 funding cycle.
- Statewide, regional, and local projects will be considered. Regional and local programs must focus on a jurisdiction or community with high rates and/or incident counts of firearm homicide and/or suicide. The [MDH Firearm Violence Data Dashboard](#) can be used to explore rates of firearm violence in Maryland overall as well as by type of violence and other demographics.
- Availability of Funds: All funding is contingent on the final approval of the Center's budget allocated during the 2026 Maryland General Assembly Session.
- It is anticipated that **5-8 grants** will be awarded for *up to* **\$200,000 each** for a total of **\$1,000,000** to be awarded as part of this funding announcement. The Center aims to award grants across all three Pillars, but this is dependent upon the established evaluation criteria and the award selection process (*see Section VIII*).

Sample Award Breakdown*

Pillar (see Section V)	Estimated # Awards	Estimated Amount per Award
Pillar I	1-3 grants	Up to \$200,000 each
Pillar II	1-3 grants	Up to \$200,000 each
Pillar III	1-3 grants	Up to \$200,000 each

*Award selection will be dependant upon proposal scores using established evaluation criteria

V. The Center’s Three Pillar Framework



Gun violence exists in a larger ecosystem of social factors and causes. Therefore, the Center aims to develop holistic and comprehensive solutions at all levels of harm prevention. To ensure Maryland is effectively responding to this complex ecosystem, the Center bases its work in Three Pillars: **Prevention & Assessment**, **Intervention & Response**, and **Community Resilience & Healing**.



Pillar I: Prevention & Assessment focuses on stopping violence before it occurs. Grantees may implement a program or project intended to address firearm violence before it happens or conduct research and analysis related to the scope of the problem. Applicants must identify the category from the list below that is most applicable to the project described in the proposal. The eligible project categories are as follows:

- **Protective Order Firearm Surrender Implementation:** Analyze or support the implementation of Extreme Risk Protective Orders (ERPO) or Domestic Violence Protective Orders (DVPO), such as: evaluating court data and implementation processes; assessing safe firearm surrender processes; establishing, enhancing, or expanding ERPO navigator or coordination services; improve processes or enhance supports related to firearm removal in DVPO cases; or other work aimed at increasing the effective use of ERPO or DVPO across the State.
- **Safe Storage Program:** Developing programs and processes to distribute safe storage devices and educational materials to gun owning community members and their families, including the development and/or dissemination of educational materials and training related to the effectiveness of safe storage and child access prevention. These projects are best designed with input from gun owners about the most appropriate storage devices for the local culture as well as

leveraging trusted partnerships to assist with promotion and dissemination of devices among the community.

- **Violence Reduction Plan or Council:** Develop violence reduction plans or councils (also called fatality review boards) in jurisdictions and counties with high rates of firearm violence. Quality proposals will include efforts to evaluate aggregate data and firearm homicide case studies as well as strategic coordination with key implementers such as city or county leaders, health department and researchers, criminal justice and service providers, and community leaders to develop an evidence-informed strategy to reduce gun violence.
- **Lethal Means Safety Counseling:** Training or education for clinicians and medical providers related to lethal means safety counseling, which is a patient-centered strategy to allow clinicians to support individuals struggling with a crisis and who have access to firearms.
- **Assessment Projects:** Research, evaluation, landscape analysis, needs assessment, quality improvement, and other assessment projects related to all three Pillars may be used to generate data to drive decision-making for policy or program selection and/or to determine effectiveness of a specific policy or program. Assessment projects can be used to generate new data or examine existing data and may be quantitative, qualitative, or use mixed methods.
- **Other Projects:** Projects focused on other evidence-based or evidence-informed primary prevention projects will be considered. Quality proposals will clearly describe the program and how the model has been proven, or is based in logic or theory, to reduce gun violence (homicide, suicide, nonfatal shootings, unintentional shootings/deaths).



Pillar II: Intervention & Response focuses on responding to violence that has occurred and stopping future recurrence of violence. Grantees may implement Pillar II programs or projects designed to interrupt the cycle of firearm violence and/or support those at heightened risk of violence. Applicants must identify the category from the list below that is most applicable to the project described in the proposal. The eligible project categories are as follows:

- **Community Violence Interruption or Street Outreach:** Establishing or enhancing programs that train credible messengers to engage with at-risk individuals to interrupt potential violence or retaliatory violence. Programs may also support those impacted by violence by connecting them to social programs and wraparound services.
- **Group Violence Intervention or Focused Deterrence:** Based on the understanding that most violence is committed by a very small group of individuals, this intervention focuses the majority of resources to support communities with the highest rates of violence. Programs provide a ‘call-in’ to individuals at high-risk of experiencing or perpetrating community violence to offer deterrence options from the criminal justice path. Programs typically provide opportunities and wraparound services to open up positive avenues of change for individuals. These programs are often led or partnered with law enforcement, which ensures penalties and consequences for continued criminal behavior.
- **Cognitive Behavioral Approaches:** Applying cognitive behavioral theory and techniques with individuals who are at high-risk of experiencing or perpetrating community violence, which are aimed to improve impulse control, problem solving, and moral and ethical reasoning of those struggling to escape the cycles of violence. These programs typically provide social skills, job

training and placement, and other deterrence opportunities to individuals committed to the program.

- **Hospital Violence Intervention:** Commonly affiliated with a hospital or trauma center, these programs prevent retaliatory violence following a gun violence injury by offering follow-up care and services, mentoring, therapies, and crisis intervention to individuals at risk of violence and their families.
- **Crisis Intervention Teams:** Establishing, enhancing or expanding community partnerships with law enforcement, crisis intervention, and mental health professionals to improve interactions between first responders and those at-risk of firearm violence, often due to an underlying life crisis or mental illness. Programs may also support those experiencing or perpetrating domestic violence or intimate partner violence. The goals are to ensure that law enforcement are trained and to coordinate all interactions and engagement with those experiencing crisis through de-escalation techniques and trauma-informed care.
- **Other Intervention & Response Projects:** Other evidence-based or evidence-informed community violence intervention models will be considered. Quality proposals will clearly describe the project and how the model has been proven, or is based in logic or theory, to reduce gun violence.



Pillar III: Community Resilience & Healing focuses on changing root causes and social determinants of health that contribute to violence in our communities. The eligible project category is as follows:

- **Direct Victim Services:** In SFY27, the Center is prioritizing direct service provision for firearm violence victims and survivors, such as counseling, advocacy, and coordination of wraparound services related to housing, food access, financial stability, employment, job opportunities, transportation, education, and/or other basic needs. Strong projects will strategically identify and serve individuals at highest risk for gun violence to maximize impact.

VI. Scope of Work

1. General Requirements

- a. Establish, enhance, or expand one (1) clearly delineated project aligned with one Pillar and one Category prioritized by the Center that aims to reduce gun violence in Maryland as described in the Applicants' submitted Project and Budget Narratives (see Section V.). The applicant shall include in their submission:
 - i. Use the **Project Narrative** section of the **Application Template** (available in [Word](#) and [PDF](#)) to submit the following information:
 1. **Summary Statement:** Provide a concise three sentence summary of the proposed project.
 2. **Needs Justification (Data & Rates):** Describe the need for the program/project in the state or identified jurisdiction(s) using the best available, timely data.
 - a. **Rates:** Include Maryland and/or county public health data to demonstrate need. The rate and/or incident count of gun violence for the area served is a

required element of the proposal. The [MDH Firearm Violence Data Dashboard](#) contains rates at state, county, and ZIP code levels for firearm violence overall as well as for homicides and suicides. Data on counts and some demographic data are also available.

- b. **Form(s) of Violence:** Use available data to demonstrate the need to address the form(s) of violence addressed in the proposed project. Projects may focus on one or more type of gun violence depending on community need (i.e. homicide, suicide, intimate partner related, nonfatal shootings, unintentional shootings).
- c. **Subpopulation of Focus:** Use available data to identify the subpopulation of focus that the proposed project will focus on that is disproportionately impacted by the form(s) of violence selected.
- d. **Supplemental Data (optional):** Crime statistics, court data, research, qualitative data (existing needs assessment results, strategic plans, or other reports) may also be used.
- e. **Sources:** Include citations for data sources used.

3. Project Description

- a. **Pillar & Category:** Proposals must clearly identify the selected pillar and category (see Section V), including briefly describing how the proposed project aligns with the selected pillar and category.
- b. **Description:** Proposals must describe the project/program core components, including the types of activities that will be implemented, the setting where they will be implemented, who will be implementing (staff, partners, etc.), and the overall goals and objectives.
- c. **Rationale:** Proposals should describe the evidence, logic, and/or theory behind the designed program/project, linking how it may reduce firearm violence. Include cited evidence, research, theory, or logic to support the argument.
- d. **Community and Stakeholder Involvement:** Proposals should describe mechanisms and activities for meaningfully engaging community members and key stakeholders, including people and partners organizations with experiences aligned with the chosen topic. How were/will the community be engaged in project development? How will input be obtained from relevant stakeholders and the affected community? How will project results be shared back with the community and partners?
- e. **Barriers & Mitigation Strategies:** Proposals should identify internal and/or external anticipated barriers and potential solutions to address them.
- f. **American Disabilities Act Certification:** Proposals should identify and describe relevant accommodations that may be needed and will be provided for successful project implementation (*See #5 below*)

4. Organizational & Staffing Capacity

- a. **Overview:** Brief organizational overview, including the organization's mission, history, jurisdiction(s) and demographics served.
- b. **Subject Matter Expertise:** Description of the organization's experience and successes working in the gun violence prevention and intervention space. Ideal applicants will demonstrate a clear understanding of a public health approach to firearm violence and demonstrate capacity to implement the pillar and category for which the organization is applying.

- c. **Key Partners:** Description of key partnerships that can be leveraged to successfully implement project activities. Applicants are required to submit at least one (1) letter of support from a trusted partner with their proposal. It is *recommended* to submit letters of support from *all* partners whose buy-in is crucial to successful implementation of the project/program.
- d. **Staffing:** Proposals shall describe existing and planned resources that will result in securing qualified staffing within 60 Days of the start of the award. The grantee may subcontract as necessary and shall, at the minimum, ensure staffing to manage the responsibilities outlined below. Proposals shall outline names, titles, and brief biographical sketches of current and proposed key personnel and their role in the project. *If a position is vacant, a brief description of the duties and staff recruitment plan can be included.*
 - i. **Project Management:** Describe who will be responsible for the daily management of the project. They will act as the primary point of contact for the MDH grant monitor.
 - ii. **Fiscal Management:** Describe who will be responsible for tracking expenditures, submitting invoices, and paying subcontractors. Proposals should describe financial processes in place to manage and dispense grant funds.
 - iii. **Project Implementation:** Describe any additional personnel that will implement the project and conduct project-related activities.

5. Work Plan

- a. Identification of the programmatic activities, deliverables, metrics, and timeframe in a **Work Plan**, to be submitted as a separate document with your application. *See the Work Plan section of the **Application Template** (available in [Word](#) and [PDF](#)) for a sample format.* Work Plans should include:
 - i. Proposed Activities
 - ii. Deliverables and Key Milestones
 - iii. Person(s) responsible
 - iv. Metrics of Effectiveness (see *Appendix A* for performance metric/output options. Inclusion of project/program-specific short-term outcomes are encouraged)
 - v. Timeframe and/or due date
- ii. Use the **Budget Form** section of the **Application Template** (available in [Word](#) and [PDF](#)) and submit a separate **Budget Narrative** (see the Budget Narrative section of the Application Template for a sample) to submit the following information:
 - 1. **Budget Form:** Provide budget numbers by line item and total amount requested.
 - 2. **Budget Narrative:** Provide justifications for each budget line item that demonstrates how the requested line item aligns with the proposed project and supports project implementation. Clearly show how the line items were calculated.
 - 3. **Allowable Costs:** The budget categories may include:
 - a. Personnel (salary and fringe)
 - b. Consultants
 - c. Travel
 - d. Contractual
 - e. Supplies
 - f. Operating Costs
 - g. Other project-related costs

- h. Indirect costs (may not exceed 15%).
 - 4. **Unallowable Costs:** The budget may not include:
 - a. Alcoholic beverages,
 - b. Bonuses or Commissions
 - c. Construction/Capital Expenses/Land Acquisition,
 - d. Corporate Formation (costs associated with incorporation fees, brokers' fees, fees to promoters, organizers or management consultants, attorneys, accountants, or investment counselor in connection with establishment or reorganization of an organization),
 - e. Fundraising,
 - f. Lobbying costs (including membership fees to organizations whose primary activity is lobbying),
 - g. Staff Meals (exception to consider food consumed by population served and for staff travel pursuant to the Grantee's meal reimbursement policy),
 - h. Previous Debt Obligations,
 - i. Promotional Items not directly tied to project activities (items such as hats, mugs, portfolios, shirts, and gift bags)
 - 5. **Other Required Budget Documents**
 - a. Organization's annual budget
 - b. IRS Determination Letter (*see Section II.2.a above*)
2. **Modifications & Changes:** Throughout the grant period, the Grantee shall notify MDH important changes to the organization and to the funded activities.
- i. For changes to key personnel, including project-funded staff as well as senior staff and organizational leadership, submit a resume or brief bio describing their qualifications (education, training, and experience, etc.) to the MDH Grant Monitor.
 - ii. Notify the MDH Grant Monitor of any major changes in fiscal or accounting policies and procedures.
 - iii. Notify the MDH Grant Monitor of any audit findings and resolutions.
 - iv. Budgetary modifications can be made without MDH Grant Monitor preapproval provided that the following conditions are met: changes total 10% or less of the total budget; changes are made within existing line items; changes do not exceed the total budget amount. Modifications exceeding that amount must be submitted in writing and preapproved by the MDH Grant Monitor.
 - v. Programmatic modifications can be discussed with the MDH Grant Monitor. Efforts should be taken to retain core aspects of the project that align with the scope and spirit of the original proposal.
3. **Reporting & Invoicing**
- a. Selected grantees shall work with the MDH Grant Monitor to collect and report on outcome metrics and milestones. Quality applications will outline plans for collecting, tracking, and assessing program effectiveness.
 - b. Selected grantees shall respond to reasonable programmatic data requests for MDH within three (3) business days.
 - c. The grantee shall submit invoices quarterly to MDH in accordance with the schedule identified below. Unless otherwise agreed upon by the MDH Grant Monitor and the Grantee, invoices are processed based on the receipt of the Progress Report deliverable in accordance with the following schedule (*see Section VII*):
 - i. October 31, 2026 for the performance period 7/1/2026-9/30/2026
 - ii. January 30, 2027 for the performance period 10/1/2026-12/31/2026
 - iii. April 30, 2027 for the performance period 1/1/2027-3/31/2027

- iv. July 31, 2027 for the performance period 4/1/2027-6/30/2027
- d. With the submission of each invoice, include a brief **Progress Report** that includes quarterly metrics specific to the reporting period; brief description of any challenges and actions taken to address them; and (optional) any additional contextual information or products related to the project. Proposals should identify which set(s) of metrics are applicable to their projects (see below as well as *Appendix A*). It is not required to report on every category:
 - i. Project Activities
 - 1. # meetings held
 - 2. Types of meetings
 - 3. # FTEs supported
 - 4. Titles of positions
 - 5. # reports issued
 - 6. Report topics
 - 7. # presentations
 - 8. Presentation topics
 - 9. # products developed or updated
 - 10. # products disseminated
 - 11. Product topic/description
 - ii. Community Engagement
 - 1. # community engagement activities held
 - 2. Type of engagement activities held
 - 3. # people attended community engagement events
 - 4. Audience of community engagement event
 - 5. # community engagement activities attended
 - 6. Type of engagement activities attended
 - 7. # surveys developed
 - 8. % response rate of surveys
 - 9. Survey results
 - 10. Recommendations developed
 - iii. Direct Services
 - 1. # individuals contacted
 - 2. # individuals served
 - 3. Type(s) of services provided
 - 4. # referrals provided
 - iv. Educational/Awareness
 - 1. # of materials distributed
 - 2. # Social media posts published
 - 3. # Social media views on posts
 - 4. # Social media reactions, comments, and shares
 - 5. # campaigns developed
 - 6. Campaign topic and messaging
 - v. Safe Storage Dissemination
 - 1. # safe storage devices distributed
 - 2. Types of safe storage distributed
 - 3. # partners
 - 4. Names of partners
 - vi. Trainings
 - 1. # trainings conducted
 - 2. # people trained
 - 3. Training audience(s)
 - 4. Training topic(s)

- e. With the submission of the final invoice, submit a **Financial Report** that includes expenditures broken down by budget category for the entire budget period. Additional documentation about expenditures may be requested.
4. **Americans with Disabilities Act Compliance, Insurance Requirements, Other requirements**
- a. **Insurance:** The recommended awardee must provide current certificate(s) of insurance with the prescribed coverages, limits and requirements set forth in this section within five (5) Business Days from notice of recommended award. Any insurance furnished as a condition of the Contract shall be issued by a company authorized to do business in the State of Maryland. The following type(s) of insurance and minimum amount(s) of coverage are required:
 - i. Commercial General Liability
 - ii. Errors and Omissions/Professional Liability
 - iii. Worker’s Compensation
 - b. **Accessibility:** With their Applications, Grantees shall certify that their organization will provide accessibility to people with disabilities and language barriers, including acknowledged agreement to meet the American with Disabilities Act Statement in the Scope of Work requirements and affirmation to meet all requirements.
 - c. **Certifying Statement (required):** “I certify my organization will provide accessibility to people with disabilities and language barriers, including acknowledged agreement to meet the American with Disabilities Act.”
 - d. **Background Checks for Youth-serving Staff:** If the program involves youth and minors, the state requires all employees of the organization interacting directly with youth to be background checked prior to any interaction with the minors.
5. **Collaboration & Oversight**
- a. Engage in state-level Center activities in partnership with MDH. Collaborative activities may include:
 - i. Participating in Center meetings, workgroups, trainings, and/or community of practice as capacity allows.
 - ii. Collaborating and sharing project information related to gun violence prevention and intervention with the Center and partners (*Note: no personally identifying information about individuals served will be requested*)
 - iii. Contributing to and informing state-level logic models, metrics, indicators, strategic plans, and evaluation plans.
 - iv. Participating in TTA activities offered by MDH, evaluation partners, and/or TTA partners.
 - v. Presenting and disseminating project learnings at state and national conferences and meetings
 - vi. Other collaborative activities as identified and agreed upon between the Grantee and the MDH Grant Monitor
 - vii. Hosting periodic site visits and participating in regular grant monitoring meetings/calls with the MDH Grant Monitor and Center staff
 - viii. Providing detailed information about project expenses and activities at the request of the MDH Grant Monitor

VII. Invoicing

- 1. All invoices shall include the following information:
 - a. Grantee name;
 - b. Remittance address;

- c. Federal taxpayer identification number (or, if sole proprietorship, the individual’s social security number);
 - d. Invoice period;
 - e. Invoice date;
 - f. Invoice number;
 - g. State assigned Contract number;
 - h. State assigned (Blanket) Purchase Order number(s);
 - i. Goods or services provided; and
 - j. Amount due.
2. Invoices submitted without the required information cannot be processed for payment until the Grantee provides the required information.
 3. The Department reserves the right to reduce or withhold Grant payment in the event the Grantee does not provide the Department with all required deliverables within the time frame specified in the Grant or in the event that the Grantee otherwise materially breaches the terms and conditions of the Grant until such time as the Grantee brings itself into full compliance with the Grant.
 4. Invoicing Schedule: The Grantee shall submit invoices in accordance with the following schedule:

Quarterly Invoice	Performance Period	Due Date	Deliverables
Initial	07/01/2025-09/30/2025	October 31, 2025	Progress Report; Financial Report
Second	10/01/2025-12/31/2025	January 30, 2026	Progress Report; Financial Report
Third	01/01/2026-03/31/2026	April 30, 2026	Progress Report; Financial Report
Fourth	04/01/2026-06/30/2026	July 31, 2026	Progress Report; Financial Report

Application & Grant Timeline

1. Request for Application Release: January 12, 2026
2. Information Webinar: January 26, 2026 at 10:00 a.m.
3. Questions due February 6, 2026 (send to mdh.violenceprevention@maryland.gov)
4. Applications are to be sent by email in PDF format to mdh.violenceprevention@maryland.gov
5. Subject line: **Pillar [I, II, or III] Application: [insert organization name]**
6. Closing Date: February 20, 2026 Time: 2:00pm EST
7. Start of Grant Period: July 1, 2026
8. End of Grant Period: June 30, 2027

VIII. Evaluation of Applications

1. Evaluation of Applications will be performed by a committee established for that purpose and based on the evaluation criteria set forth below. The Evaluation Committee will review and rank the Applications of eligible applicants. The Department reserves the right to utilize the services of individuals outside of the established Evaluation Committee for advice and assistance, as deemed appropriate.

2. Evaluation of the **Project Narrative** will be based on the criteria outlined below.
 - a. A succinct and strategic Project Description and Summary Statement that aligns to the selected Pillar and Category and includes activities, rationale, community and stakeholder involvement, and barriers and solutions that position the project for successful implementation and achievement of intended outcomes.
 - b. An evidence-informed Needs Justification that includes relevant rate, incident counts, and related data demonstrating a high rate and/or incident count of firearm violence among the selected jurisdiction/population.
 - c. A strong, sustainable organization with qualified and experienced personnel and partners needed to successfully implement firearm violence prevention and intervention activities using a public health approach.
 - d. A reasonable timeline reflected on the submitted Work Plan to accomplish all programmatic activities and/or deliverables
 - e. Provide accessibility to people with disabilities and language barriers, including acknowledged agreement to meet the American with Disabilities Act Statement in Scope of Work section and affirmation to meet all requirements.
3. Each criterion shall be assessed based on the extent to which the applicant demonstrates the capacity to implement project activities based on their submitted proposal (see ratings and definitions below). Proposal ratings shall be assigned based on the level of clarity and detail, alignment of project description with goals, relevant and relevant supporting evidence, and expertise reflected in the response as noted on average by the evaluation committee.
 - a. Excellent: The proposal addressed the criteria completely, exhibited outstanding knowledge, creativity, innovation or other factors justifying this rating.
 - b. Very Good: The proposal addressed the criteria completely and addressed some elements of the criteria in an outstanding manner.
 - c. Good: The proposal addressed the criteria completely.
 - d. Satisfactory: The proposal addressed some but not all elements of the criteria/does demonstrate capacity to do the work.
 - e. Poor: The proposal addressed some but not all elements of the criteria/did not demonstrate capacity to do the work.
 - f. Non-Responsive: The proposal failed to address this criterion.
4. The **Budget Narrative** will be evaluated based on the following criteria:
 - a. Inclusion of reasonable, allowable costs given the time and effort described in the Project Narrative.
 - b. Justification of line items that are clearly aligned with the activities set forth in the Project Narrative.
 - c. Alignment of the budget with the Pillar and Category selected.

The budget line items must be within the stated guidelines set forth in this RFA. Budgets exceeding the maximum allowable amount are ineligible for the award.
5. **Grant Application Checklist** *Note: Documents should be submitted as PDFs.*
 - IRS non-profit designation letter (if needed)
 - Letter of Support
 - Annual organizational budget
 - Grant Application
 - Budget Form (if separate)
 - Budget Narrative
 - Work Plan

IX. Selection of Applicants

1. The Grant will be awarded in accordance with the policies and procedures set forth by the Center for Standard Grant Agreements. The State may determine an Applicant to be non-responsive and/or an Applicant's Application to be not reasonably susceptible of being selected for award at any time after the initial closing date for receipt of Applications and prior to Grant award.
2. Upon completion of the Project Narrative and Budget Narrative evaluations, the Evaluation committee will recommend award of the Grant to the responsible Applicants that submitted the Applications determined to be the most advantageous to the State. In making this most advantageous Application determination, Project Narrative factors and Budget factors will be weighted equally (each criterion = 12.5%).
3. A sample **Standard Grant Agreement** is available on the [Center's webpage](#) for reference.

Appendix A: Performance Metrics

Metric (complete all that apply)	Type of Indicator	Indicator Format (input data for each applicable indicator)	Outcomes / Results (report any substantive results from the activity, such as next steps, new partnerships or projects, or changes achieved)
Project Activities			
# meetings held	Quantitative	#	
Types of meetings	Qualitative	text	
# FTEs supported	Quantitative	#	
Titles of positions	Qualitative	text	
# reports issued	Quantitative	#	
Report topics	Qualitative	text/docs	
# presentations	Quantitative	#	
Presentation topics	Qualitative	text	
# products developed or updated	Quantitative	#	
# products disseminated	Quantitative	#	
Product topic/description	Qualitative	text/docs	
Community Engagement			
# community engagement activities held	Quantitative	#	
Type of engagement activities held	Qualitative	text	
# people attended community engagement events	Quantitative	#	
Audience of community engagement event	Qualitative	text	
# community engagement activities attended	Quantitative	#	
Type of engagement activities attended	Qualitative	text	
# surveys developed	Quantitative	#	
% response rate of surveys	Quantitative	%	
Survey results	Qualitative	text	

Recommendations developed	Qualitative	text	
Direct Services			
# individuals contacted	Quantitative	#	
# individuals served	Quantitative	#	
Type(s) of services provided	Qualitative	text	
# referrals provided	Quantitative	#	
Educational/Awareness			
# of materials distributed	Quantitative	#	
# Social media posts published	Quantitative	#	
# Social media views on posts	Quantitative	#	
# Social media reactions, comments, and shares	Quantitative	#	
# campaigns developed	Quantitative	#	
Campaign topic and messaging	Qualitative	text/docs	
Safe Storage Dissemination			
# safe storage devices distributed	Quantitative	#	
Types of safe storage distributed	Qualitative	text	
# safe storage partners	Quantitative	#	
Names of safe storage partners	Qualitative	text	
Trainings			
# trainings conducted	Quantitative	#	
# people trained	Quantitative	#	
Training audience(s)	Qualitative	text	
Training topic(s)	Qualitative	text	
Policies & Protocols			
# new policies or protocols developed	Quantitative	#	
Type of policy/protocol developed	Qualitative	text	

# new policies or protocols implemented	Quantitative	#	
Type of policy/protocol implemented	Qualitative	text	