OCJS
Office of Criminal Justice Services

Coronavirus Emergency Supplemental Funding Grant (CESF)

2020

REQUEST FOR PROPOSALS

OFFICE OF CRIMINAL JUSTICE SERVICES

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MIKE DEWINE, *Governor*

JON HUSTED, *Lt. Governor*

THOMAS J. STICKRATH, *ODPS Director*

KARHLTON MOORE, *OCJS Executive Director*

Apply for CESF online using the OCJS Grants Management System

OHIO DEPARTMENT OF PUBLIC SAFETY
SAFETY · SERVICE · PROTECTION

OFFICE OF CRIMINAL JUSTICE SERVICES

Coronavirus Emergency Supplemental Funding
Grant

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OCJS AND CESF

The Ohio Office of Criminal Justice Services (OCJS) is a division of the Ohio Department of Public Safety. By statute, OCJS is the lead justice planning and assistance office for the state, administering millions of dollars in state and federal criminal justice funding every year. OCJS also evaluates programs and develops technology, training, and products for criminal justice professionals and communities. Governor Mike DeWine designated OCJS to administer the FY 2019 Edward Byrne Memorial Justice Assistance Grant (JAG) program, therefore the Bureau of Justice Assistance designated OCJS as the state administering agency for the Coronavirus Emergency Supplemental Funding (CESF) program.

WHAT TO EXPECT

Application. For technical assistance on the narrative and budget pieces of the CESF application, email Melissa Darby at mbdarby@dps.ohio.gov.

For technical assistance with www.ocjsgrants.com, please contact your grant coordinator by email. You can find your OCJS Regional Contact here: www.ocjs.ohio.gov/grants.stm.

Review. OCJS staff will review CESF proposals. Reviewers will ensure that project budget costs are allowable and directly relate to the program. The OCJS Executive Director makes final funding recommendations and the Director of the Ohio Department of Public Safety approves them.

AWARD NOTIFICATIONS AND EXPECTATIONS

Projects will be notified and required to complete all forms and pre-award conditions electronically through the Online Grants Management System. Forms and assurances included with pre-award conditions include, but are not limited to:

- Equal Employment Opportunity Certification Form
- Civil Rights and EEOP Questions Part 1 Form
- Standard Assurances Form (including conflicts of interest)
- Special Conditions Form
- Fidelity/Surety Bond (Note: only applicable for non-profit applicants)
- Proof of Tax-Exempt Status (Note: only applicable for non-profit applicants)
- Registration in the System for Award Management (www.sam.gov/www.sam.gov/SAM/).

In addition to the above requirements and this Request for Proposal, all subrecipients are bound by the Federal Subgrant Conditions Handbook. Please note: the Coronavirus Emergency Supplemental Funding Grant is a reimbursement grant. Projects will submit Quarterly Subgrant Reports through the online grants management system to request reimbursement for grant expenses. Reimbursements are contingent on meeting the requirements of the grant including but not limited to performance reporting requirements as described in the Pre-Award Conditions.

ELIGIBLE APPLICANTS

All CESF applicants must have an organization, or subrecipient, that will serve as the fiduciary agent and assume overall responsibility for the grant. Eligible CESF subrecipients include:

1. A unit of local government that has legislative autonomy, jurisdiction, and authority to act in certain circumstances. Units of government include a city, county, township, or village. If two or more jointly apply, they must designate one body to take the lead role and identify that agency's fiscal officer, or
2. State agencies, state-supported universities, or
3. Statewide and local nonprofit or faith-based associations, or
4. Law enforcement agencies applying under this solicitation must be in compliance with crime statistics reporting, using either the Ohio Incident-Based Reporting System or the Uniform Crime Reporting Summary Reporting System, per Ohio Revised Code Section 5502.62(C)(6).

NOTE: Projects implemented by courts, law enforcement agencies, and mental health boards may not act as their own subrecipients.

APPLICANT BIDDERS CONFERENCE

A voluntary bidders conference training webinar for the 2020 Coronavirus Emergency Supplemental Funding will take place April 29, 2020 from 10 am to 11 am. The training will provide information helpful for both the application preparation and review process. **Please register for the webinar at:**

https://attendee.gotowebinar.com/register/3231137426033607948

PROGRAM PURPOSE

Applicants can use CESF funds for preparation and response to the Coronavirus for any one of the following Program Purpose Areas:

Law Enforcement Programs
Adult and Juvenile Corrections, Community Corrections
Probation and Parole Programs
Court Programs
Victim Services Programs

LENGTH OF FUNDING

Projects may apply for 6 months or 12 months of funding. Funding may be back dated to March 1, 2020.

MATCH

There is not a match requirement for this award. Please leave this section of the budget blank.

FISCAL CONSIDERATIONS
All budget items must be related to Coronavirus prevention, preparation and response.

POST AWARD REPORTING REQUIREMENTS
All CESF subgrantees are required to comply with any reporting requirements set forth by the Bureau of Justice Assistance (BJA).

PROPOSAL COMPONENTS CHECKLIST
Use the following checklist as a general guide for submitting proposals to OCJS. Read the entire CESF RFP before completing and submitting proposals.

- ❑ Title Page

- ❑ Narrative

- ❑ Budget

FORMAT AND SUBMISSION
OCJS will accept applications on a continual basis while funding is available. Due to the unique nature of the Coronavirus there is no set deadline for this application. Please visit www.ocjsgrants.com to apply.

IMPORTANT: Applications must be in the "APPLICATION SUBMITTED" status in the Online Grants Management System to be considered for funding. Designated Project Directors will receive an email confirmation that the application has been submitted.

Agencies that registered for the Online Grants Management System previously should use the same username and password information for this application. OCJS will deny duplicate registration requests. For more information on how to access the application portion of the Online Grants Management System, use the application manual located at www.ocjsgrants.com.

For technical assistance on narrative and budget pieces of the CESF application, please email Melissa Darby mbdarby@dps.ohio.gov. For assistance with www.ocjsgrants.com please contact your grants coordinator. You can find your OCJS Regional Contact here: www.ocjs.ohio.gov/grants.stm

DIRECT FEDERAL ALLOCATIONS
If your agency is eligible for a direct award from the Bureau of Justice Assistance, you must apply directly to BJA. Please see the chart in Appendix A for information on direct local allocations or visit: https://bja.ojp.gov/sites/g/files/xyckuh186/files/media/document/fy20-cesf-allocations-

[oh.pdf](oh.pdf). For assistance with the federal application please contact Melissa Darby mbdarby@dps.ohio.gov.

CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING (CESF)
GOALS AND PRIORITIES

Coronavirus Prevention

Funding is available for departments, organizations, and facilities to take many of these measures to help prevent the spread of COVID-19:
- Purchasing environmental and/or cleaning supplies
- Purchasing personal protective equipment
- Developing training and education, including training and cross training on emergency response roles
- Developing educational programs and materials geared toward personnel and/or the community on pandemic fundamentals, response strategies, and mitigation interventions

Coronavirus Preparation

Funding is available to support proper planning, staffing, and communications that ensure effective operations and maintain the safety of criminal justice employees, citizens, and correctional populations.
- Funding to conduct and develop crisis response plans for public health emergencies.
- Departments, organizations, and facilities need to be sufficiently staffed to remain operational. Funding will be provided for these entities to offer sick leave to employees to provide care for themselves or their family members related to COVID-19. Funding will also be provided to pay for overtime, to hire temporary or contractual staff or consultants, or to hire permanent employees in order to maintain staffing levels in the event of mass absences. Funding will be available to support case backloads that develop as a result of restricted operations. Hazard pay will also be allowable for essential employees.
- Funding will be provided to support a variety of technologies available for remote communication.
- Technological funding will also be provided to purchase equipment to assist probation and parole officers in remote supervision of offenders and pretrial arrestees.

Coronavirus Response

Funding is available for departments, organizations, and facilities to take many of these measures to respond to the spread of COVID-19.
- For incarcerated individuals who experience severe symptoms resulting from COVID-19, funding will be provided to correctional facilities for medical visits, emergency department visits, and hospitalizations.
- Funding will be available to purchase medical and first aid supplies.
- Additionally, funding will be provided to correctional facilities to purchase supplies necessary for COVID-19 monitoring and testing, which is critical to determine the proper course of action for those who experience severe symptoms.

- Funding will be available to provide vouchers for alternative housing (e.g., a hotel/motel, preferably with a kitchenette) for victims/survivors of violence who need to be quarantined away from their home due to safety concerns.

CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING (CESF) APPLICATION REQUIREMENTS

Narrative (limited to 6000 characters)
Describe the project to be implemented with grant funding. Reviewers will evaluate the narrative in terms of how effectively it:

- provides relevant local data/statistics, as well as agency statistics related to the Coronavirus. Identify a target population and detail the demographics of the population, which will benefit from the funding.
- identifies other resources in the community that are currently available to address the problem and/or explains why existing resources are not sufficient to address the problem. If no resources exist, applicant should discuss the gaps in services and explain how this funding will help alleviate those gaps.
- clearly describes the proposed activities and approach to be taken.
- describes how the activities will be reasonably achieved.
- provides details of the organization and staff responsible for implementing the project.
- describes collaboration with local emergency management agencies.

Budget
Describe any costs associated with implementing the activities described in the narrative. Reviewers will evaluate the budget in terms of how effectively it:

- presents a clear and detailed budget with a narrative that explains and justifies the budget information.
- justifies the costs of the proposed program and that the costs are considered reasonable and cost-effective in view of the types and range of activities to be conducted, the number of participants to be served, and the expected results and benefits.
- Includes information on related funding the agency may be applying for or receiving.

The following table identifies categories of COVID-19 funding and acceptable uses of funds.

COVID-19 Funding Categories	
Prevention	Examples of Acceptable Uses of Funding
I. Environmental and/or cleaning supplies	- Tissues - Waste receptacles - Single-use disinfection wipes - Soap - Alcohol-based hand cleaner (at least 60% alcohol)

	• Isopropyl alcohol, hydrogen peroxide, glycerol • EPA-registered disinfectants • Laundry supplies • Spray bottles
II. Personal Protective Equipment (PPE)	• Examination gloves • Disposable isolation gowns or coveralls • Disposable Tyvek suits and boots • NIOSH-approved particulate respirator; facemasks are an acceptable alternate until the supply chain is restored • Technology for disinfecting respirators • Respirator cartridges and filters • Eye protection (goggles or face shield) • PPE carrying cases • Keyboard covers
III. Training and education on COVID-19	• Training and/or cross-training for emergency response roles • Educational programs and materials geared toward personnel and/or community on pandemic fundamentals, response strategies, and mitigation interventions
Preparation	**Examples of Acceptable Uses of Funding**
IV. Disaster response planning and policy development	• Resources to conduct and/or develop disaster preparedness and response plans • Resources to develop and/or review policies related to disaster response
V. Personnel to maintain operations and staffing levels	• Funding to pay for sick leave to care for employees and/or their family members impacted by COVID-19 • Funding for overtime • Funding to hire temporary/contractual employees to maintain operations and provide healthcare and programming • Funding to hire permanent employees to maintain staffing levels • Funding to reduce court case backlogs • Hazard pay for front line/essential workers
VI. Technology for remote communication and program delivery	• Video-conferencing equipment • Web-based meeting platforms • Web cameras • Computer software • Internet services • Cell phones and phone minute cards • Laptops and tablets

	• Projectors • Portable printers and scanners
VII. Technology for remote monitoring and supervision of offenders and arrestees	• Electronic/GPS monitoring services • Other software/hardware to allow for remote supervision • TracFone (or similar) • Phone cards/cellular minutes • Funding for remote drug testing
Response	**Examples of Acceptable Uses of Funding**
VIII. COVID-19 testing for residential facilities	• COVID-19 Testing and related supplies • Thermometers
IX. Hospital visits and treatments related to COVID-19	• Emergency hospitalization for COVID-19 related illness • Hospital or specialist-related care for COVID-19 related illness • Medical co-pays and medications • First aid/trauma kits • Medical supplies
X. Shelter essentials and alternatives to shelters for victims of violence	• Funding for essential shelter items, such as food, clothing, gas • Relocation vouchers (for hotels, dorms, etc.) for those who need to be quarantined but are unsafe at home • Food and transportation for those in remote shelter locations
Other	**Examples of Acceptable Uses of Funding**
XI. Other critical items	• Other items deemed critical for responding to COVID-19 (adequate justification is necessary)

BJA FY 2020 Coronavirus Emergency Supplemental Funding

Jurisdiction Name	Government Type	Eligible Allocation
AKRON CITY	Municipal	$403,225
ALLEN COUNTY	County	$58,008
BUTLER COUNTY	County	$58,008
CANTON CITY	Municipal	$243,751
CINCINNATI CITY	Municipal	$872,136
CLARK COUNTY	County	$58,008
CLERMONT COUNTY	County	$35,425
CLEVELAND CITY	Municipal	$1,719,898
CLEVELAND HEIGHTS CITY	Municipal	$37,181
COLERAIN TOWNSHIP	Township	$33,982
COLUMBUS CITY	Municipal	$1,447,124
CUYAHOGA COUNTY	County	$58,008
DAYTON CITY	Municipal	$418,613
EAST CLEVELAND CITY	Municipal	$36,460
ELYRIA CITY	Municipal	$35,635
EUCLID CITY	Municipal	$82,524
FAIRFIELD COUNTY	County	$58,008
FINDLAY CITY	Municipal	$37,181
FRANKLIN COUNTY	County	$58,008
GARFIELD HEIGHTS CITY	Municipal	$32,226
HAMILTON CITY	Municipal	$102,871
HAMILTON COUNTY	County	$58,769
HANCOCK COUNTY	County	$58,008
LAKE COUNTY	County	$78,806
LANCASTER CITY	Municipal	$38,422
LIMA CITY	Municipal	$101,012
LORAIN CITY	Municipal	$68,789
LORAIN COUNTY	County	$58,008
LUCAS COUNTY	County	$58,008
MAHONING COUNTY	County	$58,008
MANSFIELD CITY	Municipal	$72,507
MARION CITY	Municipal	$35,425
MARION COUNTY	County	$58,008
MIDDLETOWN CITY	Municipal	$76,638
MONTGOMERY COUNTY	County	$69,717
PARMA CITY	Municipal	$33,879
PORTSMOUTH CITY	Municipal	$32,638
RICHLAND COUNTY	County	$58,008
SCIOTO COUNTY	County	$58,008
SPRINGFIELD CITY	Municipal	$117,331
STARK COUNTY	County	$58,008
SUMMIT COUNTY	County	$58,008
TOLEDO CITY	Municipal	$951,152
TRUMBULL COUNTY	County	$58,008

WARREN CITY	Municipal	$70,648
WHITEHALL CITY	Municipal	$43,793
YOUNGSTOWN CITY	Municipal	$139,227