



Notice of Funding Opportunity

Technical Assistance Session

**Death Penalty Abolition Fund (DPA)
Services to Assist Families Experiencing Trauma**

August 2, 2021



Important Dates

Task	Date
NOFO posted	August 2, 2021
Technical Assistance Recording	August 2, 2021
NOFO question submission deadline	September 9, 2021
Applications due	5:00 p.m., September 16, 2021
Budget Committee review and approval of recommended designations	October 21, 2021
Program start date	December 1, 2021



AmpliFund

- Applicants must register in Illinois new Grant Accountability and Transparency Act Grantee Portal – AmpliFund to apply. For more information, [click here](#). To register for Illinois Grant Accountability and Transparency Act Grantee Portal, [click here](#). Applicants must submit the required documents in AmpliFund by the deadline.
- *Applicants are encouraged to submit all application materials at least 48-72 hours prior to application deadlines to allow time to correct any problems or errors.*



AmpliFund Registration Page

Illinois Grant Accountability and Transparency Act Grantee Portal

Welcome to the Illinois GATA Grantee Portal. To access the Portal you must have an Illinois.gov account.

[Sign In Here](#)[Create Account](#)[Account Help](#)

[Grant Management System News](#)



Additional Info & Step-by-Step Process

- <https://www2.illinois.gov/sites/GATA/Grantee/GranteePortalFAQ/HowToRestrictAccessToGranteePortalOrAmpliFund.pdf>





Purpose

The purpose of this NOFO is to fund comprehensive mental health and case management services for family members of victims of homicide through implementation of case management and trauma-informed therapeutic programs. Funding available through this solicitation will support the expansion of existing programs or development of new programs to enhance the services available. The trauma-informed programs address both the psychological and tangible needs of family members of victims of homicide.

****For the purposes of this funding opportunity, family members of victims of homicide are defined as any individual related by blood or affinity whose close association with the victim of homicide is the equivalent of a family relationship.**



Applicant Eligibility

- Open to Illinois non-profit organizations
- Complete prior to application due date:
 - [Obtain a Data Universal Numbering System \(DUNS\) number](#)
 - [Register with the System for Award Management \(SAM\)](#)
 - [Apply for, update or verify the Employer Identification Number \(EIN\)](#)
 - [Complete registration in the Grantee GATA Portal](#)
- After implementing agency registration in the Grantee Grant Accountability and Transparency Act (GATA) Portal, you must submit and have an approved Internal Control Questionnaire (ICQ) for SFY22.



Available Funds & Ranges

A total of 3,000,000 in funding is available through this solicitation.

Applicants may request:

- \$75,000 (minimum)
- \$300,000 (maximum)



Projected Funding Period

- December 1, 2021, through June 30, 2022
- Contingent on satisfactory performance, ICJIA may recommend to its Board a maximum of 29 additional month of funding for each project.



Complete Application Packet

1. Uniform Application for State Grant Assistance – This form is completed in AmpliFund
2. Program Narrative – This is completed in AmpliFund.
3. Budget/Budget Narrative – This is completed within AmpliFund.
4. If applicable, memorandum of understanding. This letter must be submitted on your agency letterhead, signed, and in PDF format, and uploaded to AmpliFund.
 - “Agency Name – Memo”



Uniform Application for State Grant Assistance

- This document will be completed in AmpliFund under “Application Forms” – A sample is below:

Community Works



Uniform Grant Application

1 of 4

Download

- Common mistakes:
 - “I agree” box is not check marked.
 - Mark page as complete. An application cannot be submitted until all pages are marked as complete.



Program Narrative

- This form will be completed in AmpliFund under “Application Forms.” Please answer all questions and the individual parts of a question.
- Please refer to “Program Requirements” and prompts before each question or sets of questions when completing your response.
- Please use “Evaluation & Scoring” as a guide when completing your response.
- Program Narrative should convey:
 - Need for program, current efforts, and understanding and implementation of required program components.



Program Narrative: Goals and Objectives

- **Goals** are a broader vision of what the program wants to accomplish (i.e., safer community). **Objectives** are the measurable task that the program will strive to achieve that leads to the realization of their goal.
- Please refer to “Goals, Objectives, and Performance Metrics” on “Opportunity Details” Tab of the NOFO.
- These goals, objectives and performance measures will vary based on the proposed program and must be clearly defined and justified in the Program Narrative section of the application.



BUDGET

- Review:
 - The sections within AmpliFund under the “Budget” Tab
- Elements to consider:
 - Indirect Costs
 - Allowable Expenses
 - Unallowable expense
 - Prohibited and Controlled Expenses
 - Supplanting



Indirect Costs

- Cost that are not easily assigned to a small number of people or a specific program but are necessary to the operation of the program.
- Indirect costs often refer to administrative expenses such as utilities and office space and can include salaries of executive staff.
- Four option for indirect costs:
 - Federally approved indirect cost rate.
 - State negotiated indirect cost rate.
 - De minimis rate of 10%
 - No indirect cost charged or budget in the grant.



Allowable Expenses

- All expenses must be reasonable, necessary, allocable to the program.
- Grant allowability follows federal guidelines available here:
<https://ojp.gov/financialguide/DOJ/index.htm>
- Updates to the federal guidelines are available here:
<https://www.ojp.gov/sites/g/files/xyckuh241/files/media/document/changehistory.pdf>
- Cost may be determined to be unallowable even if not expressly prohibited in the Federal Financial Guide.



Unallowable Expenses

- Non-exhaustive list of expenses that cannot be supported by this NOFO:
 - New construction
 - Land acquisition
 - Lobbying
 - Capital expenditures
 - Fundraising activities
 - Implementation of a new program involving the use of chemicals
 - Most food and beverage cost
 - Minor renovation or remodeling of a property
 - Renovation, lease, or any other proposed use of a building or facility



Supplanting

- Definition: To deliberately reduce or reallocate state or local funds due to the existence of federal funds.
- Federal funds must increase or supplement the local funding available.
- Grantees must maintain a level of state or local financial support that is equal to or greater than the level prior to receiving the federal funds.



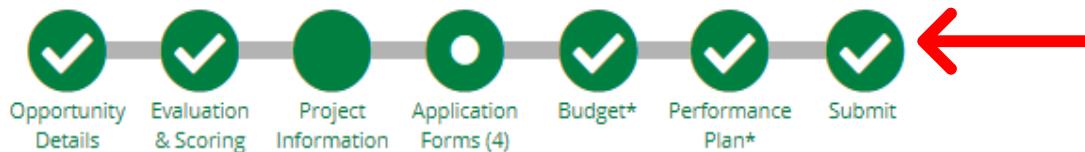
Submission Checklist

1. Uniform Application for State Grant Assistance
2. Program Narrative
3. Budget and Budget Narrative
4. If applicable, memorandum of understanding



Submission Verification

Community Works



Forms ✓

Help

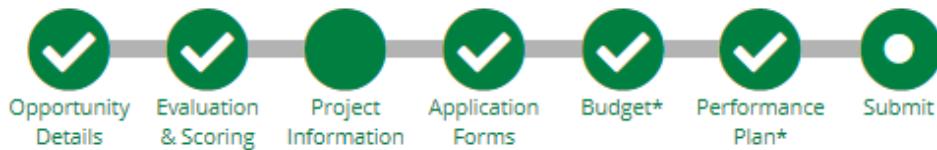
Download

Name	Status	Print
Uniform Grant Application	Complete	
Program Narrative	Complete	
501C3	Complete	
MOUs	Complete	

Items per page: 25 | 1 - 4 of 4 items



Submission Verification



Success!

You have submitted your application.

Download your completed application by selecting the "Application" button below.

To return to the main screen with all of your applications, select the "Exit" button.



 Application

Exit



Application Due Date

- All required application materials must be emailed to CJA.STAFET2021@Illinois.gov by **5:00 p.m. on September 16, 2021**, to be considered for funding.
- Proposals will not be accepted by email, mail, fax, or in-person. Incomplete applications or those sent to another email address will not be reviewed.
- Late submissions will not be accepted and AmpliFund will not permit late submissions to be entered.



Review and Funding Process

ICJIA staff screening of applications for completeness



Reviewed and scored by a team of external reviewers, and/or program, research, and grant professionals



Funding recommendations are based on scoring guidelines outlined in the NOFO



Recommendations will be submitted to the Authority Budget Committee for approval before the start date



Questions regarding this NOFO may be submitted to
CJA.STAFET2021@Illinois.gov until 5:00 p.m. September 9, 2021.

FAQ's and responses will be posted at
<https://icjia.illinois.gov/gata/>.

Contact Information

Nathaniel Bossick

Illinois Criminal Justice Information Authority
300 West Adams, Suite 200
Chicago, IL 60606

CJA.STAFET2021@Illinois.gov