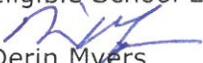




COMMONWEALTH OF PENNSYLVANIA  
PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY

Date: September 9, 2019  
Subject: School Safety and Security Grant Program – Competitive Application  
To: Eligible School Entities  
From:   
Derin Myers  
Acting Executive Director, PCCD

The School Safety and Security Committee (SSSC) established within the Pennsylvania Commission on Crime and Delinquency (PCCD) announces the availability of \$33.78 million in state School Safety and Security Grant Program funds to make school entities within this Commonwealth safer places.

The “**2019/20 School Safety and Security - Competitive**” solicitation is open to school entities, which are defined by 24 P.S. §13-1301-B as a school district, intermediate unit, area career and technical school, charter school, cyber charter school, regional charter school, approved private school, chartered school for the education of the deaf or the blind or private residential rehabilitative institution. Unless otherwise noted, eligible school entities may apply for up to \$450,000 to support the eligible activities listed under 24 P.S. §13-1306-B (j)(1-21; 23).

The application period will open on **September 9, 2019** and close on **November 4, 2019** at 11:59 PM. PCCD Program Staff will field questions to clarify the funding announcement. Questions must be sent by email to [RA-CD-SSSC@pa.gov](mailto:RA-CD-SSSC@pa.gov) (please put “Competitive Application” in the subject line). All questions regarding this funding announcement must be received by close of business on Friday, November 1, 2019. Answers to questions will be posted online for all potential applicants to review at: <https://www.pccd.pa.gov/Funding/Pages/Funding-Announcement-QA.aspx>.

Technical questions concerning the Egrants System should be made directly to the Egrants Help Desk at either (717) 787-5887 or (800) 692-7292, or by emailing [RA-eGrantsSupport@pa.gov](mailto:RA-eGrantsSupport@pa.gov).

We look forward to receiving applications under this funding opportunity, and the possibility of working with you to improve school safety and preparedness.

###

**NOTE:** Applications submitted under PCCD’s previous 2018 School Safety and Security Grant Program funding announcement or/and the PA Department of Education’s Targeted School Safety grants are **NOT** automatically resubmitted under this solicitation. Applicants must submit a new application under this funding announcement. Nothing precludes an applicant from using similar content from their previous application.

Further, school districts are reminded that they should also apply under for PCCD’s “2019/20 School Safety and Security – Meritorious” solicitation, which is a separate solicitation that also opened on September 9, 2019. Nothing precludes a school district from applying for additional school safety and security funding under this solicitation.



## School Safety and Security Committee (SSSC)

### 2019/20 School Safety and Security - Competitive

**Please Note:** Applications are *only* accepted through PCCD's Egrants system – which is separate and distinct from the PA Department of Education's Egrants system. Applicants must register in Egrants prior to submitting an application. Applicants are strongly encouraged to familiarize themselves with the Egrants system and allow adequate time to prepare and submit an application.

**Recommended [Egrants Agency Registration](#) Date:**

October 15, 2019

**Recommended [Egrants User Registration](#) Date:**

October 21, 2019

**Mandatory Egrants Application Deadline:**

November 4, 2019

**This funding guideline contains information not appearing in the Egrants application process. Applicants are advised to print, review this document, and refer to it while completing the Egrants application.**

**\*NEW\*** To assist in the application process, grant application and administrative guides can be accessed at PCCD's School Safety and Security webpage at <https://www.pccd.pa.gov/schoolsafety/Pages/default.aspx>.

PCCD Program Staff may only respond to questions to clarify the funding announcement. Questions must be sent via email to [RA-CD-SSSC@pa.gov](mailto:RA-CD-SSSC@pa.gov) with "Competitive Application" in the subject line. All questions regarding this funding announcement must be received by close of business on November 1, 2019.

PCCD Staff will post responses to questions, as they are received, on the [Funding Announcement Q&A section of PCCD's website](#). Select the appropriate funding announcement to view questions and answers.

For any technical or system questions, contact and ask for the Egrants Help Desk at (717) 787-5887 or (800) 692-7292, or by emailing to [RA-eGrantsSupport@pa.gov](mailto:RA-eGrantsSupport@pa.gov).

**PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY  
School Safety and Security Committee (SSSC)**

**Funding Stream: School Safety and Security Grant Program**

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**PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY  
School Safety and Security Committee (SSSC)**

**Funding Announcement Title: 2019/20 School Safety and Security - Competitive**

**Funding Stream: School Safety and Security Fund**

**Submission Requirements for Applications:**

- **Scoring** – Applications will be [competitively reviewed and scored](#) based on the applicant's adherence to the funding announcement guidelines and timely submission in the PCCD Egrants system.
- **Due Date** – Applications must be submitted electronically through PCCD's Egrants system no later than 11:59 PM on Monday, November 4, 2019.
- **Technical Assistance** – Grant application and administrative guides can be accessed at [PCCD's School Safety and Security webpage](#). Applicants are *strongly encouraged* to review the application and administrative guides BEFORE calling the Egrants Help Desk for assistance. The Egrants Help Desk is available to assist with technical or system questions Monday through Friday until 4:00 PM and may be reached by calling (717) 787-5887 or emailing [RA-eGrantsSupport@pa.gov](mailto:RA-eGrantsSupport@pa.gov).
- **Egrants Submission** – An application submitted into Egrants by the deadline is not considered complete until PCCD has received the original signature page, as well as any other required documents. Successful applications will be presented for consideration at the February 2020 School Safety and Security Committee meeting.
- **Administrative Rejection** – An application that does not meet all the listed requirements in this funding announcement may be administratively rejected. Applicants who are not a school entity as defined under [24 P.S. §13-1301-B](#) will be administratively rejected.
- **Corrections** – If PCCD returns an application for corrections, the final application (including all corrections and required documents) must be returned to and approved by PCCD for the requested funding to be awarded. The SSSC, in its discretion, may award in whole or in part a request made by a school entity based upon the merit of a specific item requested.
- **Non-supplantation** – Funding must not be used to supplant/replace existing school entity spending on school safety and security. PCCD funding is to be used in addition to other funds that are made available. However, nothing shall preclude a school entity from making an application in a subsequent year for the same purpose and amount awarded in a prior year. Please see "**Appendix A**" for examples of supplantation.
- **Keywords** – Applicants are required to select "Keywords" from the dropdown menu located on the Main Summary screen in Egrants. The required keywords are below. Applicants may also select other keywords that apply specifically to their application.

Keywords: School Safety

**PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY**  
**School Safety and Security Committee (SSSC)**

**1. Overview:**

The School Safety and Security Grant Program was established within the Pennsylvania Commission on Crime and Delinquency (PCCD) by [Article XIII-B \(relating to school safety and security\)](#) of the Public School Code of 1949. This Article contains multiple provisions for school safety and security preparedness, including:

- Mandating the appointment of School Safety and Security Coordinators by school entities.
- Expanding the PA State Police’s Risk and Vulnerability Assessment Team (RVAT) unit.
- Establishing mandatory school safety and trauma-informed approaches training for school entity employees.
- Establishing standards for school police, school resource officers, and school security guards.
- Establishing the Safe2Say Program within the PA Attorney General’s Office.
- Creating a School Safety and Security Committee (SSSC) within PCCD, which was tasked with:
  - Developing criteria to be used to assess school safety and security;
  - Establishing a registry for vendors who may conduct school safety assessments;
  - Issuing a survey to school entities to review school security preparedness at a minimum of every two years;
  - Developing a model trauma-informed approach plan to be used by schools applying under section 1306-B(j) 21; and
  - Administering \$60 million in funding via grants.

This funding announcement is specifically for the competitive portion of the School Safety and Security Grant Program. Funding under this category is limited to eligible school entities (i.e., a school district, intermediate unit, area career and technical school, charter school, cyber charter school, regional charter school, approved private school, chartered school for the education of the deaf or the blind, or private residential rehabilitative institution) supporting the eligible activities listed under [24 P.S. §13-1306-B \(j\)\(1-21; 23\)](#).

The goal of the School Safety and Security Grant Program solicitation is to make school entities within this Commonwealth safer places.

The anticipated impacts resulting from this solicitation include:

- An increase in the number of safety and security assessments of school buildings throughout Pennsylvania;
- An increase in training opportunities for administrators, teachers, staff and students;
- An increase in the use of school-wide positive behavioral supports and other evidence-based programs related to school safety and security;
- Improvements to districtwide school safety, violence prevention, emergency preparedness and all-hazards plans;
- An increase in security planning efforts and the purchase of security-related technology and equipment;
- An increase in the provision of counseling services for students;
- An increase in the use of school resource officers and school police officers; and
- An increase in the use of trauma-informed approaches to education.

**NOTE:** School districts are required to submit their "Meritorious Application" under a separate PCCD funding announcement entitled "2019/20 School Safety and Security – Meritorious," which was also released on September 9, 2019. Nothing precludes a school district from applying for additional School Safety and Security Funding under this solicitation.

School Safety and Security grant funding for programs designed to reduce Community Violence under 24 P.S. §13-1306-B(j)(22) is being released under a separate funding announcement entitled "2020 Community Violence Prevention/Reduction." Applications for projects under 24 P.S. §13-1306-B(j)(22) shall be administratively rejected under this solicitation.

To assist applicants in the Egrants application process, grant application and administrative guides can be accessed at PCCD's School Safety and Security webpage at <https://www.pccd.pa.gov/schoolsafety/Pages/default.aspx>. Applicants are *strongly encouraged* to review the application and administrative guides BEFORE calling the Egrants Help Desk for assistance.

## **2. Funding Availability:**

A total of \$33.78 million in state School Safety and Security funds is being announced to support this initiative. PCCD anticipates that 843 applicants are eligible to apply for up to \$450,000, with the exception of the School District of Philadelphia, which is eligible for up to \$4.155 million, and Pittsburgh Public Schools, which is eligible for up to \$1.755 million.

School entities are limited to one application under this announcement.

There is no cash or in-kind match requirement under the funding announcement.

The SSSC, in its discretion, may award in whole or in part a request made by a school entity in its grant application based upon the merit of a specific item requested. PCCD staff will work with approved grantees on modifying their budget, if necessary.

Award letters will be emailed as soon as possible after the applications are approved and will also be available in Egrants. PCCD is not liable for costs incurred prior to the official start date of the award.

## **3. Project Dates:**

Applications approved at the February 2020 SSSC meeting will be up to 24-month projects with a projected start date of March 1, 2020. The end date for each project may vary, but budgets shall not exceed a two-year project period. The end date for each project may be extended with no additional funding through the submission of a Project Modification Request to PCCD.

## **4. Eligible Applicants:**

Eligibility of these funds is open to a "school entity" as defined by [24 P.S. §13-1301-B](#). Any school district, intermediate unit, area career and technical school, charter school, cyber

charter school<sup>1</sup>, regional charter school, approved private school, chartered school for the education of the deaf or the blind, or private residential rehabilitative institution is eligible to apply for funding. Classification is based on the PA Department of Education designation which can be found on the [Educational Names and Addresses](#) page.

To ensure geographic distribution of awards as required by 24 P.S. §13-1306-B(c), the SSSC has adopted a 12-region model of Pennsylvania. Regions have been organized based on population, contiguous intermediate units, and the total number of possible grant requests. Funding allocated to each region will be determined based on the average of both the total percentage of the population of the region and the total percentage of the funding requests of the applicants for that region. See "**Appendix B**" for the breakdown of the geographical regions.

Applicants must be in good standing with PCCD to be eligible for these funds.<sup>2</sup> Applicants are not required to have a prior funding history with PCCD to be eligible.

**NOTE:** Applications submitted under PCCD's previous 2018 School Safety and Security Grant Program funding announcement or/and the PA Department of Education's Targeted School Safety grants are **NOT** automatically resubmitted under this solicitation. Applicants must submit a new application under this funding announcement. Nothing precludes an applicant from using similar content from their previous application.

## 5. Eligible Program Activities and Expenses:

Funds for the proposed program must be used to support any, all, or one of the following items or activities included in 24 P.S. §13-1306-B(j)(1-21; 23):

(j) Specific purposes.--The committee shall provide grants to school entities for programs that address safety and security, including:

- (1) Safety and security assessments that meet the committee's criteria.<sup>3</sup>
- (2) Conflict resolution or dispute management, including restorative justice strategies.
- (3) School-wide positive behavior support that includes primary or universal, secondary and tertiary supports and interventions in school entities.
- (4) School-based diversion programs.
- (5) Peer helper programs.
- (6) Risk assessment, safety-related, violence prevention curricula, including dating violence curricula and restorative justice strategies.
- (7) Classroom management.
- (8) Student codes of conduct.
- (9) Training to undertake a districtwide assessment of risk factors that increase the likelihood of problem behaviors among students.

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<sup>1</sup> Per 24 P.S. §13-1306-B(g)(2), grant allocations awarded to a cyber charter school shall be limited to the safety and security needs of students at facilities where tutoring, testing, supplemental programs and services or instruction for students with disabilities occur.

<sup>2</sup> This may include, but is not limited to, compliance with PCCD program and fiscal reporting requirements, State and Federal funding guidelines, and acceptable risk rating as determined by PCCD.

<sup>3</sup> School entities seeking funding to perform safety and security assessments must utilize the criteria adopted by the SSSC. Further, the SSSC has developed a registry of vendors that perform the safety and security assessment utilizing the SSSC's criteria. The criteria and registry can both be found online at PCCD's website at <https://www.pccd.pa.gov/schoolsafety/Pages/default.aspx>.

- (10) Development and implementation of research-based violence prevention programs that address risk factors to reduce incidents of problem behaviors among students, including, but not limited to, bullying.
- (11) Thorough, districtwide school safety, violence prevention, emergency preparedness and all-hazards plans, including revisions or updates to such plans and conducting emergency preparedness drills and related activities with local emergency responders.
- (12) Security planning and purchase of security-related technology, which may include metal detectors, protective lighting, specialty trained canines, surveillance equipment, special emergency communications equipment, automated external defibrillators, electronic locksets, deadbolts, trauma kits 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 school directors.
- (13) Institution of student, staff and visitor identification systems, including criminal background check software.
- (14) Provision of specialized staff and student training programs, including training for Student Assistance Program team members in the referral of students at risk of violent behavior to appropriate community-based services and behavioral health services and training related to prevention and early intervention.
- (15) Counseling services for students.
- (16) A system for the management of student discipline, including misconduct and criminal offenses.
- (17) Staff training programs in the use of positive behavior supports, de-escalation techniques and appropriate responses to student behavior that may require immediate intervention.
- (18) Costs associated with the training and compensation of school resource officers and school police officers.
- (19) Costs associated with the training and compensation of certified guidance counselors, licensed professional counselors, licensed social workers, licensed clinical social workers and school psychologists.
- (20) Administration of evidence-based screenings for adverse childhood experiences that are proven to be determinants of physical, social and behavioral health and provide trauma-informed counseling services as necessary to students based upon the screening results.
- (21) Trauma-informed approaches to education, including:
  - (i) Increasing student and school employee access to quality trauma support services and behavioral health care, including the following:
    - (A) Hiring or contracting with certified guidance counselors, licensed professional counselors, licensed social workers, licensed clinical social workers, school psychologists and other professional health personnel to provide services to students and school employees.
    - (B) Developing collaborative efforts between the school entity and behavioral health professionals to identify students in need of trauma support and to provide prevention, screening, referral and treatment services to students potentially in need of services.
  - (ii) Programs providing:
    - (A) Trauma-informed approaches to education in the curriculum, including training of school employees, school directors and behavioral health professionals to develop safe, stable and nurturing learning environments that prevent and mitigate the effects of trauma.

(B) Services for children and their families, as appropriate, who have experienced or are at risk of experiencing trauma, including those who are low-income, homeless, involved in the child welfare system or involved in the juvenile justice system.<sup>4</sup>

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(23) The implementation of [Article XIII-E](#) (relating to threat assessment).<sup>5</sup>

School entities are strongly encouraged to utilize funding to complete a physical or behavioral health assessment, if one has never been conducted; request expenses related to meeting statutory requirements (e.g., creation of SAP teams, completing an All-Hazards Plan, etc.); or support National Association of School Resource Officers (NASRO) training for School Police Officers, School Resource Officers, and School Security Guards.

Consideration for funding may be given to applicants who have not received an award under the FY18-19 or FY19-20 PA Department of Education Office for Safe School Targeted Grants or Part B of the FY18-19 School Safety and Security Grant Program.

Due to the competitive nature of this funding announcement, PCCD is unable to answer questions about specific proposals. Funding can be used to support activities listed under this section of the funding announcement. It is incumbent upon the applicant to submit an application that they believe complies with the statute. If an applicant believes their project/proposal fits within one or more of the eligible activities, they must provide support for that belief within their application.

## **6. Ineligible Program Activities and Expenses:**

Any item or activity not included in 24 P.S. §13-1306-B(j)(1-21; 23) may be deemed ineligible. The SSSC has also determined that retractable safety batons for classroom staff, "Framework for Understanding Poverty" book and workbooks, tactical handcuffs and nylon restraints, and school safety hotlines are ineligible expenses.

## **7. Required Egrants Sections/Documents:**

- a. Required Egrants Sections – All sections identified in Egrants are required. Applicants will not be able to submit their grant application in Egrants until all sections are marked as complete.
- b. Required Documents – A successful application must be accompanied by the following:
  - The original, completed Signature Page (page 2 of the application) is required to be signed and mailed directly to PCCD per the requirements of Section 13: Mailing Information (page 11 of the application).
  - If applying for any item under 24 P.S. §13-1306-B(j)(12) – also known as 'Category 12' – school entities must attach documentation from their school board demonstrating that the request for purchases related to security planning and the

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<sup>4</sup> The PA Public School Code requires that any school entity applying for a grant under 24 P.S. §13-1306-B(j)(21) (i.e., trauma-informed approaches to education) utilize a trauma-informed approach plan that meets the criteria established in statute and through a [Model Trauma-Informed Approach Plan](#) adopted by the SSSC on August 28, 2019. Applicants may utilize their own existing plan, provided that it meets the SSSC's Model Plan criteria, or may seek funding to support the development of their own plan.

<sup>5</sup> NOTE: In the PCCD Egrants system, certain items/activities on this list are summarized and will appear truncated.

purchase of security-related technology is based on safety needs identified by the board. Types of acceptable documentation may include one of the following: a letter of support, a board resolution, or meeting minutes of the board or a subcommittee of the board discussing and/or approving the request for the item to address a safety need. This documentation should be attached to the application in Egrants.

## 8. Scoring:

Applicants must submit the requested information for each section specified below within the defined response fields provided in Egrants. Responses should not be duplicated in multiple sections.

The following application sections in Egrants have a point value associated with them and will be scored as described below:

a. **Executive Summary – (Maximum of 5 points; length is limited to 2,000 characters, approximately 250-300 words)**

- All applicants should fill out the following script and paste into the Executive Summary section:

The [*name of applicant*] is requesting \$\_\_\_\_\_ to [*provide a single sentence or two of what you are seeking to improve with your grant funding*].  
These funds will be used for the following: [*provide bullet points of what the funds will be used for*].

Please note that responses in this section may be used in SSSC grant summaries or be posted publicly. Plain language that clearly describes the intent of the project is most effective. **NOTE:** Per the Right-to-Know Law and 24 P.S. §13-1306-B(g.3), PCCD will redact any information submitted by school entities as part of the grant application the disclosure of which would be reasonably likely to result in a substantial and demonstrable risk of physical harm or the personal security of students or staff.

b. **Statement of Purpose – (Maximum 35 points; length is limited to 15,000 characters or approximately 3 pages, single-spaced)**

The following must be included in the Statement of Purpose section:

- Provide a short overview of your school entity, including location of the school entity, total number of student-occupied buildings, and total student enrollment figures.
- Describe any efforts to improve school safety to date.
- Describe the safety and security assessment process used to identify proposed project needs.
- Describe the problem that your project will address and articulate why the requested item(s) are needed and how the need was identified (i.e., cite school safety assessment, recognized best practices, developed strategy based on local data, etc.). Supporting data and facts must be provided and be specific to your project and relevant to the problem and your proposed request. Data could be used from:
  - a. Any pre-existing school safety and security assessment that was completed within the last three years (i.e., 2016 to present);

- b. School statistics from the school entity's *School Safety Report* reported to PDE;
  - c. School Climate Survey;
  - d. Pennsylvania Youth Survey;
  - e. Disciplinary records;
  - f. Community crime rates reported to the PA State Police's Uniform Crime Report (UCR) or the Federal Bureau of Investigation (FBI);
  - g. School Safety and Security Committee survey findings from January 30, 2019; or
  - h. Any other relevant data source.
- Explain current funding gaps for the proposed project and how these funds will help fill that gap. Include a description of why the applicant needs additional financial resources to enhance security.

**c. Project Description – (Maximum 45 points; length is limited to 20,000 characters or approximately 4 pages, single-spaced)**

The following **must** be included with the detailed description of the proposed project:

- Discuss the proposed project and link the project to the appropriate item(s) or activity/activities from the list of eligible items in 24 P.S. §13-1306-B(j)(1-21; 23).
- Provide justification for the selection of that item(s) or activity/activities and how it addresses the problems or challenges defined in the statement of purpose section.
- Provide the expected impact or outcome of the project; describe any potential barriers to achieving desired outcomes and how you expect to address those barriers.

**d. Budget Detail – (Maximum 15 points)**

The Budget Detail must:

- Include an up to 2-year comprehensive budget.
- Each line-item of the Budget requires an explanation in the Budget Detail justification section which is found under each budgetary category (e.g., Personnel, Employee Benefits, Travel (Including Training), etc.). The explanation should provide the reviewer with a clear understanding of each line item in that budgetary category, the purpose of the item, and what is included in the cost.
- For salary and benefits, the applicant shall provide a clear description of all costs for which grant funds will be utilized. Each benefit must be listed as a separate line item.

Technical assistance tutorials/guides can be found on the [PCCD School Safety and Security webpage](#).

**e. Program Activities – (not scored)**

This section is a checklist included in the Egrants application process. Applicants are required to select one or more of the items or activities included in 24 P.S. §13-1306-B(j)(1-21; 23) that directly relate to their application. Applicants should determine which eligible program or expense best fits their project. Once an application is submitted, PCCD will review each project and activity section(s) selected for accuracy and work with each applicant to finalize the activity areas.

## 9. Performance Measures:

Under this funding announcement, successful applicants are required to comply with all reporting, data collection and evaluation requirements, as prescribed by PCCD.

Applicants may include performance measures that are specifically related to the activities outlined in their application. However, applicants are not required to develop performance measures as part of their application. Applicants not submitting performance measures as part of their application will need to change the performance indicator section status in Egrants to "Complete" in order to submit their application.

Award recipients, however, WILL be required to adopt and report on performance measures as defined by the SSSC. PCCD Staff will communicate required performance measures to applicants.

Successful applicants will be **required** to submit Quarterly Fiscal and Program Reports via the PCCD Egrants System.

## 10. Competitive Bidding/Sole Source Procurement:

All procurement transactions shall be conducted in a manner that provides open and free competition. Grant recipients must follow the Procurement Standards section in PCCD's [Applicant's Manual](#).

Procurements by noncompetitive proposal are strongly discouraged and must demonstrate an economic benefit or lack of alternate resources to be justified. If a request is made, the prospective applicant must identify the request as a procurement by noncompetitive proposal and provide a substantial justification for the request within their funding request (see PCCD's [Applicant's Manual](#) for Procurement by Noncompetitive Proposal Approval Procedure).

## 11. Other Administrative Requirements:

### a. Egrants Agency and User Registration:

Prior to submitting a grant application, both the applicant agency and at least two users from the applicant agency must be registered in Egrants. Applicants are strongly advised to allow adequate time to work on application documents in Egrants prior to the submission deadline. Please go to the [Registering in Egrants](#) webpage on PCCD's website for further information.

### b. Fiscal Accountability:

See the [Fiscal Accountability page](#) on PCCD's website for further information.

### c. Time and Effort Reporting:

See the [Time and Effort Reports page](#) on PCCD's website for further information.

### d. Grant Payments:

- Payments will not be released until all applicable special conditions on the grant award have been satisfied.
- ACH Payments:
  - All payments to grant recipients will be made through ACH.
  - Either before or at the time an application is submitted to PCCD, the applicant agency must [register as a Non-Procurement Vendor](#) with the Commonwealth of Pennsylvania.

- e. Reporting Requirements:
  - Programmatic reports are due quarterly.
  - Fiscal reports are due quarterly.
  - All reports must be submitted through the Egrants system.
  
- f. Information Technology (IT) Project Conditions:

PCCD is required to include mandated subgrant conditions for Information Technology (IT) grants. These conditions are required in order to ensure that technology projects are compatible with state and federal IT standards and requirements. Additional information regarding federal and state IT conditions can be found on PCCD's website at <http://www.pccd.pa.gov/Funding/Pages/Technology-Conditions.aspx>.

## 12. PCCD Contact Information and Resources:

- a. Staff Contacts:

Staff are only able to clarify the funding announcement and are not able to answer any questions about how a potential applicant should respond to any particular section. Questions regarding this funding announcement should be directed as follows:

  - E-mail your funding announcement questions to [RA-CD-SSSC@pa.gov](mailto:RA-CD-SSSC@pa.gov) with "Competitive Application" in the subject line.
  - Questions must be received by 4:00 PM on November 1, 2019.
  - All questions and answers will be posted under this funding announcement title on the [Funding Announcement Q&A page](#) of the PCCD website.
  
- b. Egrants Funding Announcement:

Log into the Egrants system and search under the "Funding Announcement" tab for "**2019/20 School Safety and Security – Competitive.**"
  
- c. PCCD Guidelines and Documents:

Applicants should be familiar with the [Applicant's Manual](#), Standard Subgrant Conditions and other documents common to PCCD's grant application process, all of which are available on the [Grant Information](#) page of the PCCD website. Additionally, grant application and administrative guides can be accessed at PCCD's School Safety and Security webpage at <https://www.pccd.pa.gov/schoolsafety/Pages/default.aspx>.
  
- d. Egrants Technical Questions:

Questions concerning the Egrants system should be made directly to the Egrants Help Desk by calling (717) 787-5887 or (800) 692-7292 or emailing [RA-eGrantsSupport@pa.gov](mailto:RA-eGrantsSupport@pa.gov). *Please note: While applications may be submitted through Egrants until 11:59 PM of the due date, Help Desk staff are only available until 4:00 PM.*
  
- e. PCCD Webmaster:

Please address any technical problems you may have with the website or online forms to the [PCCD Web Master](#).
  
- f. Reporting Potential Fraud, Waste and Abuse:

Information about waste, fraud, abuse, conflict of interest, bribery, gratuity, or other similar misconduct, or whistleblower reprisal relating to a PCCD employee, program, contract or grant, may be reported to the PCCD Fraud Hotline at (717) 525-5031. For more information, visit the [Reporting Fraud, Waste and Abuse](#) page on PCCD's website.

### 13. Mailing Information:

The application must be entered into Egrants **no later than Monday, November 4, 2019 by 11:59 PM.**

The original Signature Page (i.e., page 2 of your printed application) must be mailed or sent via express delivery services\* prior to the official awarding of any grant under this funding announcement. **Please submit your signature page no later than November 30, 2019 to:**

PA Commission on Crime and Delinquency  
Attention: Grants Management

Via U.S. Mail:  
P.O. Box 1167  
Harrisburg, PA 17108-1167

Via Express Delivery Services:  
3101 North Front Street  
Harrisburg, PA

\*Since staff are not available at this location on Saturday and Sunday, applications should not be sent by express mail or courier service on Friday. Use U.S. Mail when mailing over a weekend.

The Pennsylvania Commission on Crime and Delinquency is an equal opportunity employer.

## **APPENDIX A Supplantation**

Per 24 P.S. §13-1306-B(d), grant funds allocated through the School Safety and Security Grant Program shall be used to supplement and not supplant existing school entity spending on school safety and security. Requested funds should be used to enhance and add to security within each school entity. The following provides examples to assist in determining whether the requested activities are considered supplantation.

Supplantation is NOT:

- Requesting school safety funding in a subsequent year for the same purpose and amount awarded in a previous PCCD school safety grant.
- Requesting items/personnel that are currently funded but not currently included/reoccurring in the school entities budget (e.g. other grant funds, temporary funds, etc.).
- Requesting additional funding to increase the hours of personnel currently part-time or increase program/activity capacity (e.g. adding additional cameras above and beyond what is currently budgeted).

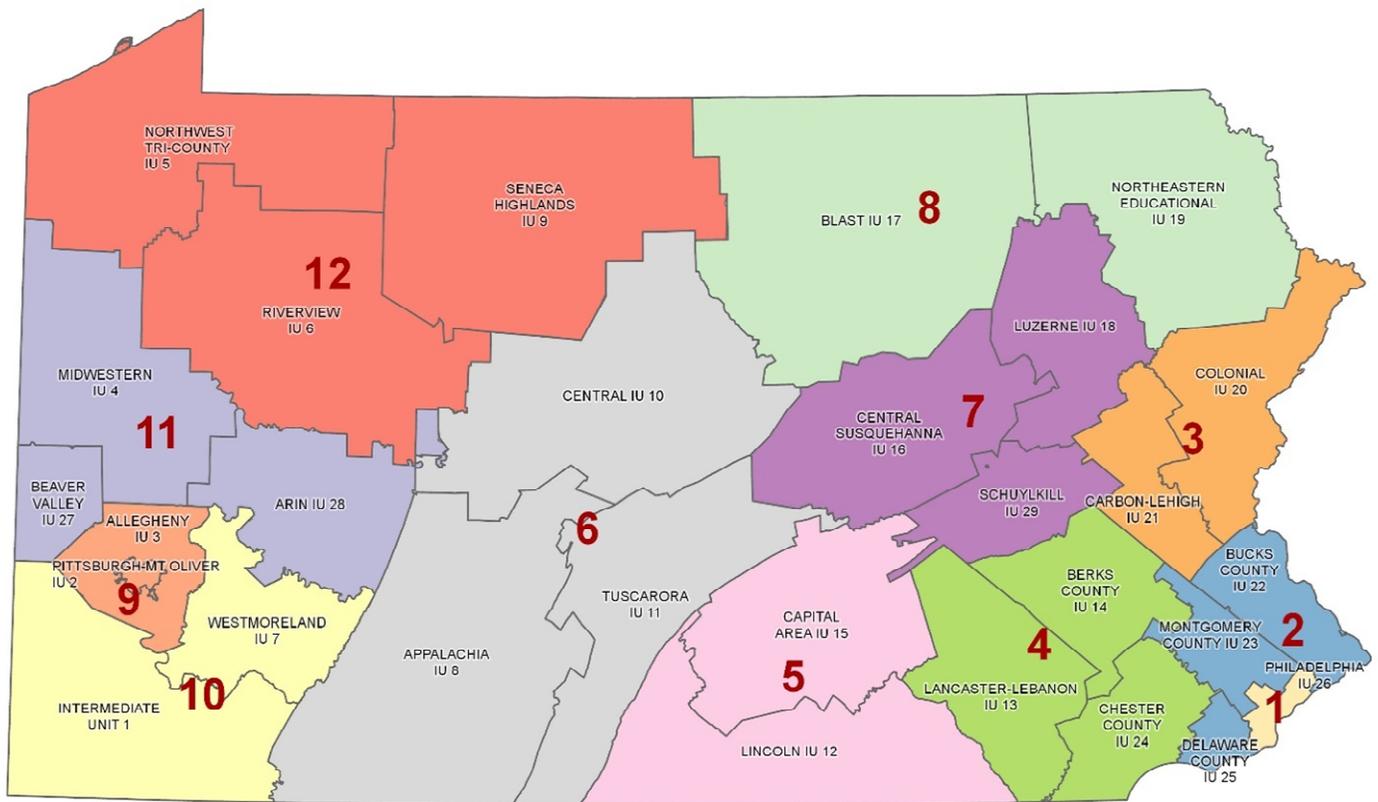
Supplantation is:

- Requesting funding for activities/personnel/items currently included in the school entity's yearly budget.
- Utilizing grant funds to retroactively support expenses already procured (e.g., using grant funds to pay ongoing expenses as part of a previously executed contract or purchase order).

## APPENDIX B Geographic Distribution

To ensure geographic distribution of awards as required by 24 P.S. §13-1306-B(c), the SSSC has adopted a 12-region model of Pennsylvania for this solicitation. Regions have been organized based on population, contiguous intermediate units, and the total number of possible grant requests. Funding allocated to each region will be determined based on the average of both the total percentage of the population of the region and the total percentage of the funding requests of the applicants for that region.

### 2019/20 School Safety and Security Competitive Grant Review Regions



Created:  
7/2/2019