Safe Schools Initiative Targeted Grants - Equipment
Pennsylvania Department of Education
Request for Application
2015 – 2016

Background
The purpose of the Safe Schools Initiative Targeted Grant for Equipment is to assist school entities by providing funding for equipment under their comprehensive safe school plans. Funds must be used in accordance with the criteria identified in Act 26 of 1995 as amended by Act 70 of 2013 (24 PS 13-1302A (c) & (c.1)) and fulfill the requirements of the guidelines set forth by the Pennsylvania Department of Education (PDE) as indicated in this request for application.

Grant Information
PDE's Office for Safe Schools is pleased to issue this request for applications for school entities to fund programs which address school safety and violence through the use of security related equipment including: student, staff and visitor identification systems; metal detectors; protective lighting; surveillance equipment; special emergency communications equipment; electronic locksets; deadbolts and theft control devices; and training in the use of the security-related technology.

Grant applications must be submitted via the PDE's eGrants system and will be awarded on a competitive basis.

The application submission window is from **September 14, 2015 to October 15, 2015** 11:59PM.

Eligibility
For the purposes of this grant "school entity" shall be defined as a public school district, intermediate unit, charter school or area vocational-technical school. Only one proposal will be accepted from each school entity and no guarantee of funding is made to any applicant. Applicants may not join together to apply as a consortia.

Applicants that apply for the Equipment grant may not apply for the Safe Schools Targeted Grant - Programs.

Goals of the Safe Schools Targeted Grant for Equipment
The goals of PDE's Safe Schools Targeted Grant for Equipment are:

1. To assist schools in reducing unnecessary student disciplinary actions and promote a climate of greater productivity, safety and learning;
2. To assist schools in procuring the resources and training necessary to create a physical environment that fosters the safety and well-being of students and staff.

In order to accomplish these goals, school entities must assess their risk factors and needs, and will be required to provide statistical data to support their proposal.

Funding
PDE's Office for Safe Schools Grant offers school entities the opportunity to apply for competitive funding up to $25,000. Funds may be expended only on the equipment and activities identified in the proposal and approved by PDE's Office for Safe Schools. Funds expended beyond the identified and approved equipment and activities will not be reimbursed by PDE's Office for Safe Schools.

Funding Priorities
Priority will be given to proposals that focus on addressing the goals of this Targeted Grant. Consideration shall be given to school entities that demonstrate a special or high need in the area of school safety. School entities must satisfy the reporting requirements contained in the Pennsylvania School Code (24 PS 1303-A) to be eligible for grants.

Eligible Equipment
The following eligible equipment will be considered for funding:

1. Metal detectors (up to $1500 per detector)
2. Protective lighting
3. Surveillance equipment (up to $600 per camera)
4. Special emergency communications equipment including radios
5. Electronic locksets, deadbolts and theft control devices;
6. Student, staff and visitor identification systems; and
7. Training costs related to the use of the security-related equipment/technology.
8. Contracted Services for outside vendors performing labor.

Unallowable Expenses
Due to the limited amount of funding available for this grant, only items that are directly related to eligible equipment and activities covered in this request for application will be funded under this application. The following are items that are **not** eligible for funding (this is not an inclusive list and budgets will be reviewed for allowable items):

1. Architect and engineering fees;
2. First Aid and CPR related equipment (Automatic Defibrillator Devices)

3. GPS systems;
4. Bollards;
5. Building improvements (replacing doors/windows) or construction costs;
6. Signage;
7. Computers, laptops, printers, televisions or related equipment not specifically needed for security-related equipment;
8. Maintenance of existing equipment;
9. Licensing fees for phones, software, etc.;
10. Weapons, tasers and stun devices;
11. Ammunition;
12. Vehicles (cars, golf carts, etc.);
13. Equipment for vehicles; and
14. Cameras for buses and other school transportation vehicles.
15. Reimbursement of salaries/benefits for school employees performing labor, maintenance, and other related services.

Review Process
Applications will be reviewed on a competitive basis by a team chosen by PDE's Office for Safe Schools. Applications will be reviewed for:
1. Goals and objectives of grant proposal;
2. Narrative for which funding will be used including details of how the safety and security of the school entity will be improved;
3. Supporting needs assessment data including risk assessment(s) used;
4. Grade levels and number of students impacted;
5. Detailed budget information that support the goals and objectives of the proposal;
6. Expected outcomes;
7. How equipment will be maintained by the school entity upon completion of the grant; and
8. Accuracy of the information submitted.

Applications that do not include all of the required information as stated on the eGrants application will not be considered for funding. **Applications that include more than 50% of unallowable expenses will not be reviewed or scored.** All qualifying applications will be reviewed and scored.

Scoring
Applications will be reviewed and scored as follows:

1. Goals and objectives – 10 points – the goals and objectives of the equipment are clearly stated;
2. Proposal narrative – 30 points – the proposal includes a detailed description of the equipment to be purchased;
3. Supporting needs assessment data used – 20 points – grade levels and number of students impacted and number of staff/students to be trained (if applicable);

4. Budget information – 20 points – budget information is accurate and itemized using per unit cost and total expenditure. A total of all expenditures are summarized into two categories: Contracted Services and Supplies;
5. Expected outcomes – 15 points – outcomes are stated in measurable terms including baseline information and expected improvement; and
6. Continuation of program – 5 points – plans in place to maintain equipment beyond grant period.

Award and Disbursement of Funds
Grant awards are projected to be announced in **November 2015**. Grantees will subsequently be required to sign a contract with PDE's Office for Safe Schools. All grant funds must be expended by **June 1, 2016**. There is no carryover of funds associated with this grant.

PDE's Office for Safe Schools shall seek repayment of funds if it determines that funds were not utilized for the original stated and approved purpose.

Program Reporting and Evaluation
PDE's Office for Safe Schools may at any time visit and/or contact grantees to review grant progress.

Upon completion of the grant, grantees will be required to submit a report on forms supplied by PDE's Office for Safe Schools.

This information must be received no later than **June 1, 2016.**

Fiscal Information
In addition to the forms submitted to PDE's Office for Safe Schools upon completion of the fiscal year in which grant funds were expended, grantees will be required to submit an invoice to PDE's comptroller no later than **June 1, 2016**. Approved expenses will be reimbursed after receipt of the invoice and final report.

Program Changes
All requests for changes to the approved grants and budget must be submitted to PDE's Office for Safe Schools in writing no later than **April 1, 2016** and approved by PDE's Office for Safe Schools or payment will not be made.

Assistance
PDE's Office for Safe Schools will answer questions and provide technical assistance via email related to the grant application. Please contact Pat Tamanini at ptamanini@pa.gov or   Marc Bender at marbender@pa.gov.