

**PUBLIC NOTICE  
DEPARTMENT OF LAW AND PUBLIC SAFETY  
DIVISION OF ADMINISTRATION  
Notice of Availability of Funds**

**Community-Based Violence Intervention Program  
Tertiary and Primary Prevention**

**Take notice** that, in compliance with N.J.S.A. 52:14-34.4, the Department of Law and Public Safety (DLPS), announces the anticipated availability of the following grant program funds:

**a) Name of the Program:**

Community-Based Violence Intervention Program

**b) Purpose:**

The Centers for Disease Control and Prevention define community violence as violence that happens between unrelated individuals, who may or may not know each other, generally outside the home. Examples include assaults or fights among groups and shootings in public places, such as schools and on the streets. According to the CDC, youth and young adults (ages 10-34), particularly those in communities of color, are disproportionately impacted by community violence. In areas where violence is heavily concentrated, communities and individuals may experience trauma, hyper-vigilance, a sense of hopelessness and other effects.

New Jersey is home to numerous communities that experience high rates of community violence, including urban and more rural regions of the state.

Strategies for addressing this problem can be found in community-based violence interventions (CBVI) which offer a public health approach to promoting public safety. This strategy helps communities reduce homicides, shootings, and other violent acts by supporting and developing healing relationships among communities, groups, and individuals. CBVI programs work with groups and individuals with varying levels of exposure to violence to build their capacity to seek healthy methods for addressing and resolving conflict, with a particular emphasis on reducing gun violence.

The purpose of the CBVI program is to support non-profit community service providers in the development and implementation of community violence intervention programming for communities impacted by higher than average rates of community violence, with a focus on gun violence. Applicants may develop new initiatives or enhance already existing programs.

Research has shown that community violence intervention initiatives have reduced homicides and non-fatal shootings, as well as reduced arrest for violence and violent victimization, improving the safety of participants, the safety of others, and promoting economic opportunity.<sup>1</sup> CBVI programs employ community violence intervention strategies that provide alternatives to violence and embody a community-based public safety model. Broadly, community-based violence prevention and intervention programs may take many forms, encompassing services and direct benefits to individuals that are a part of or in service of broader evidence-based and community-informed efforts

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<sup>1</sup> JOHNS HOPKINS BLOOMBERG SCHOOL OF PUBLIC HEALTH, CENTER FOR GUN VIOLENCE SOLUTIONS, "COMMUNITY VIOLENCE INTERVENTION," <https://publichealth.jhu.edu/center-for-gun-violence-solutions/solutions/community-violence-intervention> (last accessed Sept. 2024).

to assist and empower communities to prevent and reduce violence. This public health approach to addressing violence requires working collaboratively, creatively, and by addressing various levels of community and individual engagement. Primary, secondary, and tertiary prevention each have specific benefits and all are part of our collective public safety ecosystem.

This NOAF seeks to fund two categories of community violence intervention:

- 1) **Tertiary prevention and/or tertiary prevention strategies with hybrid services; and**
- 2) **Primary and/or secondary prevention strategies.**

ONLY ONE APPLICATION. Each applicant may submit **one** application for consideration under only **one** of the following two categories:

### **Tertiary Prevention (Category 1)**

*Tertiary prevention (or violence intervention)* strategies attempt to intervene with those already engaged in violent behavior or at high risk of violence due to past victimization or as a result of retaliation.

Proposals *must* at a minimum provide tertiary prevention strategies, but *may*, in addition, provide hybrid preventions that include secondary and primary approaches. **Applications that do not include tertiary intervention strategies will not be considered eligible for funding under Category 1.**

Tertiary prevention applicants **must** demonstrate that their organization and staff have training and history conducting tertiary prevention activities. In demonstrating such training qualification, applicants must refer to how their organization and staff's experience and training are supported by best practices and/or nationally recognized training or certification programs in community violence intervention.

### **Primary and/or Secondary Prevention (Category 2)**

Proposals may seek to focus on primary prevention strategies only, secondary prevention strategies only, or may seek to blend both strategies ("hybrid").

*Primary prevention* strategies typically address risk factors associated with violence in the general population in communities that have high rates of violence. These approaches include community-wide impact and awareness efforts in communities that are disproportionality effected by gun violence, as well as individual- or group-related activities for populations at risk of gun violence. Primary prevention programs create safe spaces for all, provide prosocial activities, and help bring community together. These approaches increase crucial protective factors.

*Secondary prevention* focuses on sub-populations with risk factors for future violence either as victims or perpetrators. While they may include some of the similar strategies used in primary prevention—including mentorship, skill-building in areas that promote protective factors, or restorative healing circles—their distinction is in their focus on a sub-population more acutely at risk for violence or recidivism due to the presence of one or more risk factors.

### **Applicants May Use Funds to Support Organizational Capacity-Building**

The DLPS encourages applicants to use funding towards capacity-building. An important component of CBVI work is organizational capacity building; there is a strong link between increasing

organizational capacity and developing a strategic plan that propels the organization forward. Organizational capacity building may include staff development, process improvements, building partnerships, technology upgrades, conducting an organizational assessment, information sharing, training, technical assistance, strategic planning, and evaluation. Applicants seeking funding for capacity-building must include the capacity-building activities and related expenses in their proposed budget.

### **Artistic Productions**

Initiatives with a primary focus or goal of artistic or documentary production are not eligible for funding under this NOAF. Grantees may use the production of art, such as a play, film, podcast, or other media, however, as a means of accomplishing a primary, secondary, or tertiary prevention initiative that is designed to reduce violence through engaging at-risk or high risk individuals in constructive activities that build protective factors relevant to reducing the risk of violence or victimization.

### **Recreational Activities**

CBVI funding is not intended to be used to fund traditional recreational, extracurricular or after-school programming for youth. The funding must be used to meet the purposes of this NOAF described above. Accordingly, it is intended for providers to work with youth and others groups and individuals who are at risk of gun violence in order to build pro-social skills that prevent violence, mitigate risk factors and support protective factors. While providers may provide activities that are traditionally recreational, extracurricular or after-school in nature, if provided, those activities must be used as a vehicle for supporting the goals of preventing and reducing this risk of violence. Applicants must therefore be specific in describing how their proposed program will support these goals, and must demonstrate their knowledge of primary or secondary prevention strategies and expertise and/or experience in administering such programming.

## **c) Available Funding:**

Funding for to support the Community-Based Violence Intervention Program is derived from the SFY25 State Budget and federal American Rescue Plan (ARP) funding, in the amount of \$14,500,000, of which a majority of the grant program is supported by the Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization In order to maximize the amount of funding available for this program, grants may be issued through one or multiple funding sources.

Please be aware that eligibility for the Cannabis Impact Zone Funds is limited to organizations that operate in Impact Zones that meet the specific criteria based on population, past criminal marijuana enterprises, law enforcement activity, and rates of unemployment, as defined by the New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act (P.L.2021, c. 16 (C.24:6I-31 et al.)). Additional guidance and/or requirements on the use of Impact Zone dollars may be provided as needed.

Regardless of funding source, all grants will be awarded on a competitive basis pursuant to the quality of the application submitted. The number of awards available and the funding amount of each award will depend upon the number of applications received and the funding amounts requested by each applicant. Funding decisions will be made based on a variety of considerations, including but not limited to, the quality and strength of the applications submitted, the type of initiatives to be implemented, population served, the scope of the project, and the geographic distribution of the project.

The DLPS reserves the right to decline any and all applications for funding and to award grants in amounts that may be other than requested.

Funding Amounts:

**Category 1 - Tertiary Prevention organizations may apply for up to \$750,000.**

**Category 2 - Primary or Secondary Prevention organizations may apply for up to \$500,000.**

**Applications must not exceed the maximum application amounts for their applicable category.**

This is a reimbursement grant. Prior to funds being reimbursed, recipients will be required to provide sufficient proof of all expenditures (e.g. receipts, purchase orders, paid invoices, timesheets and payroll records, etc.). Requests for upfront funds may be considered on a case-by-case basis for organizations demonstrating cash flow challenges.

If an applicant's proposal includes one or more subrecipients to assist in providing the services outlined in the narrative, the applicant must ensure that the subrecipient submits monthly reimbursement requests and that all such requests are accompanied by the proper backup documentation verifying all expenditures. That backup document must then be submitted by the applicant/recipient to LPS when requesting reimbursement of funds. More information regarding this process can be found in the accompanying Program Guidelines for this grant program.

The project period will begin January 1, 2025 and end on December 31, 2025. Recipients will not be reimbursed for expenditures outside of this grant period. Extensions will not be granted.

**For returning grantees:** you will be required to close-out the grant for your prior funding year in order to receive 2025 awards. Among other things, that will mean submitting all outstanding programmatic and financial reports.

**There is no cash or "in-kind" match required for this program.** Continuation funding for an additional year may be available, contingent upon the availability of funds. If available, continuation funding will be limited to those recipients who have met the goals and objectives of the program, successfully expended funds, met all reporting requirements, and any other factors that the DLPS determines to be relevant in practicing responsible fiscal and programmatic management of the CBVI program.

**d) Applicants eligible for funding under this program**

Non-profit, community service providers may apply for funding. Multiple eligible entities may file a single joint application, but one of the eligible entities must be designated as the applicant and the application will still be subject to the application funding limits listed above. Only one application per applicant will be accepted.

**e) Qualifications needed by an applicant to be considered for funding:** Applicants must be in good standing with the State and/or the DLPS by the time the application period closes. Entities with outstanding balances and that are in arrears with the Department are **not** eligible to apply for funding unless they resolve such balances prior to the end of the application period.

In addition, by the time the application period closes, applicants **must** be a non-profit entity. An applicant may demonstrate non-profit status through inclusion in the application of any of the following documentation:

- (1) Exempt Organization Certificate from the New Jersey Department of Treasury;
- (2) Certificate of Incorporation, if it clearly establishes the nonprofit status of the applicant, along with proof of filing;
- (3) Evidence of federal tax-exempt status under section 501(c)(3) of the Internal Revenue Code (for example, an IRS 501(c)(3) determination letter); and/or
- (4) Evidence of current Charities Registration with the New Jersey Division of Consumer Affairs.

**f) Application Procedures:**

The DLPS wants to ensure that entities interested in applying for CBVI funding are aware of the requirements that are needed for an application to be accepted and scored. Please review the below requirements and become familiar with them. The DLPS understands that putting together these documents can be a time consuming and challenging process. Please do not hesitate to reach out with questions about the application documents. For questions, please contact [grants@njoag.gov](mailto:grants@njoag.gov), or call 609-376-2445.

1. Application packages are available on the DLPS website at <https://www.njoag.gov/resources/grantopportunities/>.
2. Applications must meet Basic Minimum Requirements in order to be scored. Applications with any missing Basic Minimum Requirements will not be scored or considered for funding.

Basic Minimum Requirements are items designated below and on the checklist at the end of this document. All Basic Minimum Requirements must be included in an application for it to be eligible to be scored. If LPS determines that an application does not include the designated items, on the prescribed forms, it will not receive further consideration. The use of forms from prior years' grant programs are not acceptable and will not satisfy submission of basic minimum requirements.

The Basic Minimum Requirements are:

- On-time application submission\*
- Applicant Authorization Form\*
- Applicant Information Form\*
- Program Narrative\*
- Budget Detail Worksheet\*
- Project Work Plan\*
- New Jersey Single Audit Requirement and Certifications\*

3. In addition to meeting Basic Minimum Requirements, applications must include all required documents in order to be eligible for maximum potential points. Applications missing required documents will be subject to a deduction of points, and will not be able to achieve the maximum available points.

Please note that applications approved for funding will not be eligible to execute grant award contracts without the submission of all required documents.

4. An applicant that is designated as a high-risk grantee by the DLPS must submit, as a separate attachment to its application, a document titled "DLPS High-Risk Grantee Applicant Disclosure

and Justification.” The DLPS will use the supplied information to determine whether the DLPS will consider or select the application for an award under this solicitation. Specific details regarding this required document can be found in the accompanying Program Guidelines.

5. Applications must be sent to the following email address: [CBVI@njoag.gov](mailto:CBVI@njoag.gov). Please put your entity name in the subject line. To be considered for funding, an eligible applicant must submit a **complete** application, in accordance with the requirements of this NOAF and the Program Guidelines, by the submission deadline.
6. **Late applications will not be eligible for funding.**
7. Failure to comply with other requirements of this Notice of Availability of Funds or the Program Guidelines may result in the reduction of application scores, or not being considered for funding.
8. Please be aware that the submitted application may be subject to public disclosure pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.

**g) Application Components. The following components must be included in the application:**

**1. Abstract (Required, but not scored)**

Provide a brief summary (no more than 300 words) that includes:

- name of the Implementing Agency;
- indication if you are applying under *Category 1 Tertiary Prevention* or *Category 2 Primary and/or Secondary Prevention*.
- title of the proposed project;
- the geographic location in which services will be provided;
- total funding request;
- purpose and goals of this project;
- target population characteristics and overall number of individuals to be served; and
- a description of the proposed project including an overview of how it will work and achieve its purpose.

The abstract does not count toward the overall page limit.

**2. Program Narrative (100 points)**

The program narrative must be double-spaced, using 12-point Times New Roman font, 1” margins, and **must not exceed 20 pages**. Applications exceeding the page limit or applying different font/margin sizes will result in the application receiving a reduced score.

**I. Identified Need (5 Points)**

The first section of the Program Narrative should identify and describe the specific need for the proposed Community-Based Violence Intervention Program in the community your organization proposes to serve. This section should explain the impact and prevalence of community violence in the geographic area intended to be served and why the proposed interventions are needed. It should discuss current/most recent (within 3-5 years) local statistics, that support the need for the proposed services, the prevalence of risk factors in the community, service/program areas where community violence intervention is needed or needs to be strengthened, as well as the local gaps in service.

## **II. Target Population to be Served (15 Points)**

Based upon the identified need, describe the target population to be served, including the ages or age ranges of the population; participant eligibility; the anticipated number of individuals who will receive or participate in services during the grant period; and the geographic area impacted by your proposed program.

In describing the population to be served, this section should explain the reason for selecting this population and indicate the level of risk for violence of the target population, explaining, for example, whether it is prioritizing:

- a general population in a community that is broadly at risk of community violence;
- individuals who are more directly at risk of community violence due to the presence of certain risk factors, including but not limited to a past history of violence or victimization; association with individuals engaged in violent behavior; evidence of disconnection from school, community or family; experience of adverse life events or adverse childhood experiences including the loss of a family member to violence, lack of parental supervision, individuals who are the siblings or children of gang-involved persons, or individuals who demonstrate commitment to peers who are engaged in negative behavior;
- individuals who may be considered at a high risk for violence due, for example, to present or past engagement in violence behavior, or involvement in or association with gangs; or
- individuals who are at risk of recidivism and/or future exposure to community violence.

## **III. Program Design and Implementation (45 Points)**

This section should describe the prevention level(s) you have selected, and the violence intervention strategies you propose to use. This section of the application should clearly describe your proposed program and how it will work. Applicants are strongly advised to provide a clear, plain language explanation of the program's operation. It should include:

- An overview of your program, its goals, and how it is designed to reduce violence.
- A description of the activities that you will offer to participants under this program (where possible, please refer to the types of activities listed in Section VI of the Program Guidelines).
- Who (i.e. which staff, consultants or partners) will be providing those activities.
- Where and when the participants attend activities or engage with the program; and
- How participants will be recruited, your referral sources, or how you will engage them in services, including assessment for eligibility and level of need.
- If applicable, describe referrals you will make to other organizations to help meet the needs of other participants, and how these referrals and partnerships help reduce violence.

In addition:

- Applications must indicate how their initiatives are community-driven and culturally responsive in their approach to reduce violence, particularly gun violence. Explain how the program will be culturally responsive and tailored to the needs of the community; this should include, but not be limited to hiring staff from the community and/or individuals with lived experience.
- Explain how the program creates inclusive and safe spaces for individuals that have been exposed to gun violence.

- Explain whether this is a new program model, whether it builds on an existing program model by adding new program elements, or whether it expands the capacity of an existing program model.
- Provide a Project Work Plan **on the provided form**, with an implementation timeline which covers the key program activities and how the project will be implemented over the course of the 12 months. The Project Work Plan should be attached as an appendix and does not count toward the overall page limit; the attached work plan should include a detailed list, as much as possible, of monthly activities, specific groups, workshops, etc.

**IV. Partnership, Collaboration, and Coordination (5 Points)**

Partnerships, collaborations, and coordination with community-based organizations, governmental organizations, or other entities is encouraged. Describe proposed partnerships, collaborations, or coordination and explain how your entity will use these to strengthen the success, awareness and/or reach of your project. Include pathways to referral sources and partnerships you have already developed or plan to develop within the local ecosystem.

**V. Background, Experience, and Capability; Project Management and Staff (5 Points)**

Describe your entity's background and experience (if any) with violence intervention programs and your entity's knowledge and capability to carry out the proposed program. Include your agency's mission and a brief discussion of current programs. Identify all program management and staff to be funded with this project. Identify any current trainings that staff have received in the area of violence intervention or anticipated trainings. **Job descriptions and resumes must be attached for all positions to be funded with grant or matching funds** (however, resumes are not required for staff who have not been selected yet).

**VI. Data Collection: (5 Points)**

Applicants must include a description of how they plan to collect data, what data they plan to track, and the metrics they plan to use to assess the strength of the project, including the number of participants served, the service level participants receive, the risk factors being targeted, the risk level of the participants, the outcomes they seek to measure and how those outcomes relate to the proposed project. Applicants should indicate the person(s) responsible for data collection, the frequency of collection, and their capacity to utilize additional reporting forms requested through this funding opportunity.

**VII. Sustainability Plan (5 Points)**

Applicants must also include a sustainability plan describing how the work will be sustained beyond the grant period, which may include costs of operation, partnerships with community groups, and impact of long-term engagement in this area.

**VIII. Budget Detail and Budget Narrative (15 Points)**

- Applicants **must** use the Budget Detail Worksheet form provided in the application package. **Be sure your application uses the current form – returning applicants cannot use a prior year's budget detail worksheet.**



- Applicants must provide an itemized list of costs and a narrative explanation as to why those costs are necessary to the success of the project. Costs must be specific and tied to the project objectives.
- Applicants should refer to the Program Administration and Funding Guidelines for a description of budget categories and allowable expenses.

**IX. Additional 10 points for Previous Tertiary Prevention Experience Using State Funding (10 Points).**

Applicants currently conducting tertiary prevention services, via a direct SFY24 CBVI award from the DLPS, will receive an additional 10 points provided they demonstrate success in their SFY24 grant. Success may be demonstrated through statistics, a narrative or a client testimonial. Please provide no more than one page. This will not count towards the overall page maximum.

**X. Additional 5 points for Previous Primary and/or Secondary Prevention Experience Using State Funding (5 Points).**

Applicants currently conducting primary and/or secondary prevention services, via a direct SFY24 CBVI award from the DLPS, will receive an additional 5 points provided they demonstrate success in their SFY24 grant. Success may be demonstrated through statistics, a narrative or a client testimonial. Please provide no more than one page. This will not count towards the overall page maximum.

**h) The address\* of the office receiving the application:**

Erin Zippel  
 Chief Administrative Officer  
 Department of Law and Public Safety  
 Division of Administration  
 Richard J. Hughes Justice Complex  
 25 Market Street  
 Trenton, New Jersey 08625

**\* ONLY ACCEPTING APPLICATIONS VIA EMAIL: [CBVI@NJOAG.GOV](mailto:CBVI@NJOAG.GOV).**

**i) Deadline by which applications must be submitted:**

Complete applications must be emailed to [CBVI@njoag.gov](mailto:CBVI@njoag.gov) on or before 4:59 pm on October 21, 2024. Late or incomplete applications will not be considered for funding.

**j) Webinar (OPTIONAL)**

In effort to assist candidates in applying for these funds, **an application webinar will be held on October 2, 2024, at 11am.** Attending the **application webinar is optional.** Please read this NOAF and the accompanying Program Guidelines in their entirety prior to attending the webinar. Please **R.S.V.P. here:** [https://njoag.zoomgov.com/webinar/register/WN\\_jcXJcJzdQfisgPwfHFRisw](https://njoag.zoomgov.com/webinar/register/WN_jcXJcJzdQfisgPwfHFRisw) by September 30, 2024 if you plan on attending the application webinar. If you do not attend the live version of the webinar you may view the webinar on the DLPS “Grant Opportunities” webpage under

the “SFY25 Community Based Violence Intervention Program (CBVI) NOAF.” Please allow 48 hours for the recording to be posted.

- k) **Date by which notices of award shall be sent to applicants: All applicants will be notified on or about November 25, 2024, whether or not their proposed project(s) will be funded.**

## **ADDITIONAL INFORMATION**

### **Training and technical assistance and program evaluation**

The DLPS may provide for a statewide training and technical assistance (TTA) provider for applicants who receive funding under this program as grantees. If a TTA is made available, applicants will be required to cooperate with the TTA as part of the receipt of funds under this program.

Additionally, the DLPS may partner with an academic institution to conduct an overall evaluation of the program, which may involve the receipt of information from the eventual grantees to inform uniform standards for future violence intervention programs and best practices. Cooperation with the academic institution will be required for purposes of this evaluation.

**Please note that funding allocations and individual award amounts are subject to change.** Recipients shall recognize and agree that both the initial provision of funding and the continuation of such funding under a grant agreement is expressly depending upon the availability to the DLPS of funds appropriated by the State Legislature or through Federal funding from State and/or Federal revenue or such other funding sources, as may be applicable. A failure of the DLPS to make any payment under a grant agreement or to observe and perform any condition on its part to be performed under a grant agreement as a result of the failure of the State Legislature or through Federal funding to appropriate funds shall not in any manner constitute a breach of a grant agreement by the DLPS or an event of default under a grant agreement and the DLPS shall not be held liable for any breach of a grant agreement because of the absence of available funding appropriations. In addition, future funding may not be anticipated from the DLPS beyond the duration of the award period set forth in a grant agreement and in no event shall a grant agreement be construed as a commitment by the DLPS to expend funds beyond the termination date set in a grant agreement.

### **Application Checklist & Basic Minimum Requirements of Application**

The Basic Minimum Requirements are identified with an (\*) below.

**Applications must include all Basic Minimum Requirements to be eligible for review and scoring.**

**Applications that do not include these Basic Minimum Requirements will not be scored.**

Applications that do not include the other required items from the list below will result in a reduction of score during review.

- Applicant Authorization Form\*
- Applicant Information Form \*
- Program Narrative\*
- Budget Detail Worksheet\*
- Project Work Plan\*

- New Jersey Single Audit Requirements and Certification\*
- Abstract
- Job Descriptions and Resumes of ALL staff budgeted with grant or match funds (however, resumes are not required for staff who have not been selected yet)
- Proof of non-profit status
- Proof of compliance with DCA Charitable Registration (if required)
- DLPS High-Risk Grantee Applicant Disclosure and Justification (if applicable; see Program Guidelines for more information)

Furthermore, LPS reserves the right to deduct points during its review for the failure to comply with instructions contained within this NOAF and/or the Program Guidelines.

Additional federal requirements shall apply to successful applicants whose projects are supported by ARP funding. Successful applicants will be notified of any and all additional federal requirements and/or documentation that are applicable to their awards. At a minimum, the additional required documents will include the following:

- Federal Single Audit Requirements Certification
- Proof of Compliance with Federal Single Audit Requirements
- Department of Law & Public Safety Debarment and Suspension Certification
- Schedule of Assurances
- Proof of SAM Registration and valid Unique Entity Identification number