

## **PUBLIC NOTICE**

### **LAW AND PUBLIC SAFETY**

### **OFFICE OF THE ATTORNEY GENERAL**

#### **Notice of Availability of Funds**

### **SFY24 COMMUNITY CRISIS RESPONSE TEAMS**

**Take notice** that, in compliance with N.J.S.A. 52:14-34.4, the Department of Law and Public Safety (DLPS), Office of Alternative and Community Responses announces the anticipated availability of the following grant program funds: **Community Crisis Response Teams Pilot Program**. This program is supported by a 2024 state budget allocation.

#### **I. PURPOSE**

The Department of Law and Public Safety (DLPS), Office of Alternative and Community Responses shall establish a pilot program in Camden, Essex, Hudson, Mercer, Middlesex, and Passaic counties to permit eligible municipalities and community-based organizations to operate Community Crisis Response Teams (CCRTs) in accordance with the provisions of P.L.2023, c.259. The purpose of the Community Crisis Response Teams is to provide professional, on-site community-based intervention, such as outreach, de-escalation, stabilization, resource connection, and follow-up support for individuals who are experiencing a behavioral health crisis.

#### **II. AVAILABLE FUNDING**

The State of New Jersey, Office of Alternative and Community Responses is making available up to \$12,000,000 of the state budget allocation for the pilot program. Grants awarded under the pilot program shall not exceed a total of \$12,000,000 and the amount awarded to applicants in each eligible municipality shall not exceed \$2,000,000 per municipality. A law enforcement agency shall not be the recipient of a grant.

Awards cannot exceed \$2,000,000 per municipality. Applicants must apply for a minimum of a one-year project period. The project period will begin **July 1, 2024**.

The number of awards provided, 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, geographic distribution, and the applicant's demonstrated capacity to achieve the project goals (including the project timeline, existing partnerships and relationships).

### III. APPLICANT QUALIFICATIONS & ELIGIBILITY

Applicants that may apply for funding under this program include eligible municipalities and community-based organizations in Camden, Essex, Hudson, Mercer, Middlesex and Passaic counties.

To be eligible to receive a grant pursuant to the pilot program, an applicant must be from an eligible municipality. Eligible municipalities must be a municipality of the first class in Essex, Hudson, and Passaic counties; a municipality of the second class having a population of more than 70,000 and density of 8,000 to 12,000 according to the 2020 federal decennial census in Camden and Mercer counties; and a municipality of the second class having a population of more than 55,000 and density of between 10,000 and 11,000 according to the 2020 federal decennial census in Middlesex County; and have an entity that operates as a violence interrupter community street team within its boundaries.

A community-based organization applicant shall be located within a municipality that meets the criteria set forth above.

Additionally, an applicant is required to demonstrate an established relationship with a State-approved harm reduction center, be a State-approved community violence intervention program, or both. The Department of Law and Public Safety will prioritize issuing grants applicants that currently operate as violence interrupter community street teams and has been State-approved for a period of not less than two years.

Where appropriate, all applicants must hold current professional and State licenses and certifications.

Charitable organizations and professional fundraisers based, operating, or soliciting within New Jersey must register with the Division of Consumer Affairs Charities Registration Section, unless specifically exempted under the provisions of the Charitable Registration and Investigation Act, N.J.S.A. 45:17A-18 et seq. The Office of Alternative and Community Responses reserves the right to decline any and all applicants who cannot demonstrate proof of compliance with program requirements.

The State of New Jersey, Office of Alternative and Community Responses requests proposals, in accordance with the minimum application requirements, from municipalities and organizations interested in participating in the pilot program. The proposals will be reviewed, scored by a panel, and granted awards issued to municipalities or organizations to plan or implement a CCRT. The grant awards will be announced no later than 90 days after the completion of the request for proposals.

To be considered for funding, an eligible applicant must file a completed application, in accordance with the requirements of the program, by the submission deadline. Application components are discussed in **Section V. Late submissions will not be considered for funding.** Applications **must** include all Basic Minimum Requirements to be eligible for review and scoring. Applications that do not include the Basic Minimum Requirements will not be scored and will be returned as ineligible. For additional information on the Basic Minimum Requirements, please refer to section VI below.

### IV. ELIGIBLE PURPOSES OF GRANT FUNDING

Grants may be used for the following purposes. Applicants may propose either a planning or implementation grant or may propose a hybrid of both. For planning-only grants, applicants must demonstrate that they will make a good faith effort to implement the plan of action, and they must take initial steps towards implementation by the end of the project period, such as hiring and training of staff, executed memoranda of understanding and/or letters of intent

with prospective partners. Applicants may also propose phased implementation, beginning with planning and then a later phase of implementation. Applicants that are proposing implementation grants only with no planning period must demonstrate how they are able to begin implementation upon the start of the program.

Note that planning-only grants **will not** receive the full eligible funding amount.

**1. Project planning and community engagement, including:**

- a. Research and assessment of need;
- b. Development of staffing plans;
- c. Resource mapping;
- d. Training;
- e. Development of community engagement plan;
- f. Fiscal planning;
- g. Engagement with technical assistance providers or consulting services; and
- h. Evaluation planning.

**2. Project implementation, including;**

- a. Staffing and recruitment;
- b. Facilities;
- c. Operational costs, including costs of startup or expansion activities, marketing, language translation, and transportation;
- d. Engagement with technical assistance providers;
- e. Consulting services;
- f. Training;
- g. Program and project evaluation, including evaluation of program and project efficacy, staff performance, and service delivery; and
- h. Programming and service interventions that include activities that prioritize human service interventions, by entities other than law enforcement, over interventions by law enforcement, or activities that include triaging emergencies, through emergency dispatch operators, in a manner that results in a referral to a wholly non-police entity.

## V. APPLICATION COMPONENTS

The application must consist of a Program Narrative and Budget. The following scored components must be included in the application. Note: The Program Narrative must be double-spaced, using a standard 12-point Times New Roman font and **must not exceed 20 pages**. Applicants must submit a completed Work Plan using the form provided, or a similar form that at a minimum contains the same data elements as the form provided; the Work Plan is not counted towards the 20-page limit.

**Note on Priority Consideration:** Priority consideration will be given to applicants that currently operate as a violence interrupter community street team in an eligible municipality and have been State-approved for a period of not less than two years.

### **Program Narrative**

***Applicants' Program Narrative must also cover the "Elements for Discussion" at the bottom of this section.***

**1. Applicant Background and Capability (15 points)**

Describe the applicant's mission, background, and experience as it relates to the purpose and objectives of the proposed project. Explain the applicant's knowledge and capability to carry out the project.

**2. Problem Statement/Needs Assessment (20 points)**

Please identify the specific problem(s), target population, and geographic area that the proposed project will address. Describe the needs and characteristics of the target population; local needs and conditions; and describe existing services and identify gaps and/or barriers in services.

**3. Project Description and Project Work Plan (40 points)**

Please specify a clear, realistic goal for the proposed project. Describe your program model and what areas of need you intend to address. Applicants must use the “*Elements for Discussion*” list below in completing this section. Applicants must include a Work Plan that specifies each objective along with the major activities, responsible staff, and feasible time frames for each objective and activity (note, use the provided Work Plan or a similar form, that at a minimum contains the same data elements as the form provided – the Work Plan is not counted towards the page limit). All proposals must describe potential confidentiality and privacy issues relating to administration and implementation and demonstrate how these issues will be addressed.

**4. Key Project Staff (10 points)**

Please identify all project leadership, management and staff. Describe how personnel are uniquely qualified to manage and implement the project. Indicate if you will use existing staff or if you will recruit new staff for each position requested in the budget. Applicants should indicate a plan to provide adequate staffing, including subject matter and professional expertise, to meet the needs of the proposed program model. Proposals should address and ensure that project staff have requisite credentials, licensure, and/or certifications.

**5. Data Collection/Performance Measures/Evaluation (5 points)**

Provide a description of how you will collect data, measure performance and complete an overall evaluation of the project. Participant and community feedback is strongly encouraged.

**Budget:**

**6. Budget Detail and Budget Narrative (10 points)**

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 (e.g., salaries, equipment, training, etc.). Proposals should reflect all costs for eligible activities listed under IV.1 and IV.2 above.

For implementation proposals or hybrid planning and implementation proposals, budgets should include a budget for the operation of a pilot CCRT.

If proposing a hybrid grant that begins with planning with a later phase of implementation, applicants must provide two separate budgets, one for each phase of their program. Hybrid applicants’ planning phase budget must be complete and detailed. It is understood that the implementation phase budget will be more of an estimate, and that certain budget categories details may not be fully known until planning is undertaken. Implementation phase budgets containing estimates will need to be resubmitted for approval as more detail for implementation is determined. The total of both budgets must not exceed the award ceiling for the program.

Applicants are required to provide wellness and self-care activities for their employees. Your budgets must account for these expenses, which may not exceed 1% of your total budget.

## **Elements for Discussion in the Project Narrative:**

### **A. For Planning Grants**

- i. A list of stakeholders and potential stakeholders that will participate in the planning process, which may include community-based organizations and government partners and shall include a state-approved harm reduction center or another organization that provides harm reduction services. In addition to a list of stakeholders, applicants with confirmed partnerships must provide letters of intent (or similar) from organizations that will participate in planning; and
- ii. Strategies for sustained community engagement and feedback processes.

### **B. For Implementation Grants**

- i. For applicants who are proposing implementation only, you must demonstrate that you are able to begin implementation upon the start of the program. Additionally, such applicants must demonstrate what planning process they have already conducted and what needs such planning process showed. All items from iii-xiv must be addressed.
- ii. For hybrid grants, the Department recognizes that applicants may not have fully formalized all details of implementation discussed in iii-xiv. Applicants must nevertheless address iii-xiv and their concept for implementation. For any items in iii-xiv that require partnership with other agencies, applicants can provide evidence of engagement with letters of support or similar documentation in support of their application;
- iii. A list of stakeholders and potential stakeholders that will participate in the project, which shall include a State-authorized harm reduction center or another organization that provides harm reduction services. In addition to a list of stakeholders, implementation-only applicants must provide letters of intent (or similar) from organizations that will participate in implementation; hybrid applicant can provide evidence of engagement;
- iv. A framework for how the program will be incorporated into a government department or work in cooperation with a government department;
- v. For proposals where applicants seek to work with agencies that have ability or authority to dispatch responses and to have calls diverted to CCRTs for response, the applicants must describe their dispatch model, provide a flowchart, and demonstrate agreement(s) with such agencies to participate with the CCRTs. Such dispatch and coordination proposals may include dispatch to and coordination with law enforcement, emergency medical technician, and/or 911 screeners;
- vi. A statement describing the manner in which a community crisis response team will divert behavioral health calls from the purview of law enforcement response while ensuring rapid, sufficient medical response when needed;
- vii. The metrics by which the program will be evaluated;
- viii. Strategies for peer staffing and retention;
- ix. Strategies for warm handoff and sustained follow-up of participants;
- x. Demonstrate how you will protect participant confidentiality;
- xi. A statement describing the manner in which a CCRT will prevent and divert individuals from involvement in the criminal justice system;
- xii. A description of the types of crises that applicant's program would respond to, which may include mental health and/or behavioral health crises, and/or other non-emergency situations, such as quality of life issues, public disturbances, welfare checks, housing crises, or low-level unlawful conduct related to poverty, unmet mental health needs, or substance use disorder;
- xiii. How the proposed CCRT model covers situations when police or traditional emergency responders are not necessary or where the CCRT would respond to such emergency situations where the CCRT is not responding alone;
- xiv. A statement describing the manner in which the program will prioritize racial and gender equity in the allocation of services and resources.

## VI. PROCEDURES FOR ELIGIBLE ORGANIZATIONS TO APPLY

DLPS wants to ensure that entities interested in applying for CCRT 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 Department 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 documents that comprise an application.

1. Application packages are available on the OAG website at <https://www.njoag.gov/resources/grant-opportunities/>.
2. Applications must meet Basic Minimum Requirements in order to be eligible for review and scored. Applications with any missing Basic Minimum Requirements will not be scored or considered for funding and will be returned as deficient. If DLPS determines that an application does not include the designated items, it will not receive further consideration.

The Basic Minimum Requirements are:

- On-time application submission\*
  - Program Narrative\*
  - Budget Detail Worksheet\*
  - Project Work Plan\*
  - Applicant Authorization Form\*
3. **Other required forms.** In addition to meeting Basic Minimum Requirements discussed above, applications must include all required documents in order to be eligible for maximum potential points. Applications missing required documents may 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. The following forms are required:
    - Abstract
    - Applicant Information Form
    - Job Descriptions and Resumes; (for planning grants, please include the job descriptions and resumes for the planning team)
    - Proof of non-profit status
    - New Jersey Single Audit Requirement and Certifications
    - Proof of compliance with DCA Charitable Registration (if required)
  4. Applications must be sent to the following email address: [OACRgrants@njoag.gov](mailto:OACRgrants@njoag.gov). Place your agency name and project title in the subject line.

5. **Late applications will not be eligible for funding.**

6. Failure to comply with other requirements in this Notice of Availability of Funds or the Program Guidelines may result in the reduction of application scores, or not being considered for funding. For example, failure to comply with the page limits for the project narrative as described above.
7. 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. To be considered for funding, an eligible applicant must file a completed application, in accordance with the requirements of this NOAF and the Program Guidelines, using the prescribed forms, by the submission deadline.

## VII. SUBMISSION VIA EMAIL ONLY

**Applications must be submitted by email. Please submit applications to the following email address: [OACRgrants@njoag.gov](mailto:OACRgrants@njoag.gov).**

For reference only, the address of the office receiving the application:

Tiffany Wilson, Director of the Office of Alternative and Community Responses  
Office of the Attorney General  
Richard J. Hughes Justice Complex  
25 Market Street  
Trenton, New Jersey 08625

## VIII. SUBMISSION DEADLINE

Deadline by which applications must be submitted:

Applications must be completed and emailed to [OACRgrants@njoag.gov](mailto:OACRgrants@njoag.gov) on or before **11:59 pm on May 21, 2024**. **Late applications will not be considered for funding.**

## IX. ANNOUNCEMENT DATE

The Attorney General's Office will announce grant awards on or about **July 1, 2024**.

## X. WEBINAR (OPTIONAL)

In an effort to assist candidates in applying for these funds, **an application webinar will be held on May 7, 2024 at 11:00 am**. Attending the **application webinar is optional**. Please read this NOAF and the funding application in its entirety prior to attending the webinar. Please **R.S.V.P. here: [https://njoag.zoomgov.com/webinar/register/WN\\_ljEpYMEIRhW4gU5C7xzjgA](https://njoag.zoomgov.com/webinar/register/WN_ljEpYMEIRhW4gU5C7xzjgA)** by **May 3, 2024** if you plan on attending the application webinar. If you do not attend the live version of the webinar or did not register in time, you may view the webinar on the Office of Attorney General "Grant Opportunities" under the "Community Crisis Response Teams Pilot Program." Please allow 48 hours for the recording to be posted.

## XI. APPLICATION CHECKLIST

### **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 other required items from the list below may result in a reduction of score during review.

- On-time application submission\*
- Program Narrative\*
- Budget Detail Worksheet\*
- Project Work Plan\*
- Applicant Authorization Form\*
- Abstract
- Applicant Information Form
- Job Descriptions and Resumes; (for planning grants, please include the job descriptions and resumes for the planning team)
- Proof of non-profit status
- New Jersey Single Audit Requirements and Certification
- Proof of compliance with DCA Charitable Registration (if required)
- L&PS High-Risk Grantee Applicant Disclosure and Justification (if applicable)

Furthermore, DLPS reserves the right to deduct points during its review for the failure to comply with instructions contained within this application or the Program Guidelines. For example, failure to comply with the page limits for the project narrative as described above.

### **ADDITIONAL INFORMATION**

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

The Department 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 Department 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 subaward 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 dependent upon the availability to the Department 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 Department 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 Department or an event of default under a grant agreement and the Department 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 Department 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 Department to expend funds beyond the termination date set in a grant agreement.