Department of Public Safety
Minnesota Office of Justice Programs

2026 – 2027 COMMUNITY CRIME INTERVENTION AND PREVENTION (CCIP) PROGRAMS GRANT

GRANT REQUEST FOR PROPOSALS (RFP)

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Request for Proposals (RFP) Part 1: Overview

1.1   General Information

- Grant Name: Community Crime Intervention and Prevention Program (CCIP)
- Minnesota Office of Justice Programs (OJP) Website
- Open for Applications: May 15, 2025
- Application Due Date: June 30, 2025 at 4:00 PM

1.2   Program Description

The Minnesota Office of Justice Programs (OJP), MN Department of Public Safety, is requesting proposals to fund Community Crime Intervention and Prevention (CCIP) grants. CCIP grants are designed to meet the goals specified under Minnesota Statute §299A.296 "to fund community-based programs that operate crime or violence prevention and intervention programs that provide direct services to community members. Programs must be culturally competent and identify specific outcomes that can be tracked and measured to demonstrate the impact the program has on community crime and violence." The purpose of this request for proposals is to fund community-based and school-based programs that operate crime or violence prevention and intervention programs that provide direct services to community members.

This grant program can fund a wide variety of programs and services offered by local governments, tribal nations, community, and faith-based organizations. These may include: pretrial programs, probation programs, youth intervention services, truancy programs, elder abuse prevention, neighborhood watch, resident engagement, and a variety of services to address the factors that contribute to a community's crime and delinquency. All applicants are encouraged to be innovative, culturally competent, and include substantial involvement by members of the community served by the program.

1.3   Background Information & Resources

Priority
Priority will be placed on programs serving Minnesota communities that:

- Demonstrate substantial involvement by members of the community served by the program
- Collaborate with local government or law enforcement
- Serve geographical areas that have the highest crime rates
- Or serve geographical areas that have the largest concentrations of economically disadvantaged people.

Understanding Prevention and Intervention
Prevention and intervention strategies play a crucial role in addressing individual's needs, especially those facing personal, familial, school, legal, or chemical challenges. While prevention and intervention are both proactive approaches, they differ significantly in their timing and intention. The CCIP grant aims to fund both prevention and intervention programs.

- **Prevention** aims to stop potential problems before they arise. By educating, informing, or implementing safety measures, prevention hopes to create environments where potential issues are minimized or entirely avoided.

- **I**ntervention steps in once a problem has manifested. It seeks to address and hopefully rectify the existing situation. Intervention methods are diverse, ranging from individual counseling sessions to support groups for those facing specific challenges. The overarching goal of intervention is to bring positive change in the face of a present challenge.

Program Areas

Grantees are required to address and measure at least one of the following six areas:

1. **Juvenile Justice Intervention**
   - Community-based programs designed to intervene with juvenile offenders who are identified as likely to engage in repeated criminal activity in the future unless intervention is undertaken
   - Community-based collaboratives that coordinate multiple programs and funding sources to address the needs of at-risk children and youth, including, but not limited to, collaboratives that address the continuum of services for juvenile offenders and those who are at risk of becoming juvenile offenders
   - Community-based programs designed to provide services for children and youth who are juvenile offenders. Of particular interest are programs that provide:
     - juvenile restitution
     - prearrest or pretrial diversion, including mediation
     - probation innovation
     - teen courts
     - legal services
     - community service and engagement
     - post-incarceration alternatives to assist youth in returning to their communities

2. **Community-led Prevention and Intervention**
   - Neighborhood groups providing innovative community-based crime prevention programs
   - Programs operated by community violence prevention councils
   - Other community- and school-based crime prevention programs that encourage substantial involvement by members of the community served by the program
   - Community-based programs that attempt to prevent and educate on the risks of sex trafficking and/or lessen the effects of sex trafficking
   - Restorative practices

3. **School-based and School-focused Prevention**
   - Community- and school-based programs designed to enrich the educational, cultural, or recreational opportunities of at-risk children and youth, including programs designed to keep at-risk youth from dropping out of school and encourage school dropouts to return to school
   - Programs designed to reduce truancy, provide credit recovery, and increase school completion
   - Programs that are proven successful at increasing the rate of school success or the rate of postsecondary education attendance for high-risk students

4. **Community-based Youth Prevention and Employment**
   - Community-based afterschool and summer programs designed to discourage young people from involvement in unlawful drug or street gang activities, such as neighborhood youth centers
   - Homeless assistance programs and housing services for young people that reduce incidences of homelessness and provide access to basic needs which reduce crimes of desperation,

reduce crime victimization including sexual assault and exploitation, and promote housing stability, employment and income

- Youth and young adult employment training and internships that provide training, on-the-job learning, and paid employment in the during non-school hours

5. **Violence Prevention and Intervention**
   - Programs that intervene in volatile situations to mediate disputes before they become violent
   - Programs that provide services to individuals and families harmed by gun violence or other forms of general crime. Services can include but are not limited to restorative practices, accessing resources, and restitution.
   - Programs that prevent or reduce incidences of abuse, neglect, and financial exploitation of youth, older adults and vulnerable populations

6. **Mentoring**
   - Programs for mentoring at-risk youth, including impoverished and marginalized youth who are susceptible to gang involvement, criminal activity, exploitation, and incarceration
   - Programs that mentor youth and adults who are reentering their communities after confinement by the justice system which provide support and guidance, access to resources, healthy relationships, and reduce recidivism
   - Effective mentoring programs collaborate with corrections and probation, thoughtfully select and match mentors and participants, train mentors, and support the mentoring pair and constructively conclude the mentoring partnership.

1.4   Resources

Model programs and resources on evidence-based and practice-based approaches

Crime Prevention Promising Practices

Juvenile Justice and Delinquency Prevention's Model Programs Guide

School-based and School-focused Prevention

School-wide Positive Behavioral Interventions and Supports

Developing Culturally Responsive Approaches to Serving Diverse Populations

Models for Change Evidence-based Practices

Results First Clearinghouse Database

Center for American Progress Strategies for Community-Based Violence Intervention

Johns Hopkins Center for Gun Violence Solutions

Youth Mentoring Resources

Mentoring as a Component of Reentry

1.5   Minnesota's Commitment to Diversity and Inclusion

It is State of Minnesota policy to ensure equity, diversity, and inclusion in making competitive grant awards. See Executive Order 19.01.

The Policy on Rating Criteria for Competitive Grant Review establishes the expectation that grant programs intentionally identify how the grant serves diverse populations, especially populations experiencing inequities and/or disparities

1.6   Grant Period and Funding

Funding

Funds are authorized by [Minnesota Statute §299A.296](#) as modified by Minnesota Laws of 2023, Chapter 52. Up to $27,000,000 will be available for the two-year cycle. Award amounts will be capped at $500,000 per application; however, final award amounts may be lower than requested. Agencies may submit more than one proposal. This is a reimbursement only grant, with no funds being advanced to the grantee at time of award.

Community Crime funding will be divided into two funding groups for review:
1. Applicants or the lead[1] agency with an agency budget of $3 million or less
2. Applicants or the lead[1] agency with an agency with a budget over $3 million

   [1] Lead Agency is defined as receiving over 90% of the grant funds and might not be the fiscal agent

Project Dates

This is a two-year grant period, running on or around January 1, 2026, through December 31, 2027.

1.7   Eligible Applicants

Eligible applicants are nonprofit agencies; Tribal nations; and local units of government, including cities, counties, and townships; local educational agencies. Eligible applicants must be registered with the Minnesota Secretary of State.

1.8   Questions, Technical Assistance, and Information Sessions

Please submit any questions regarding this RFP by email to michael.hreha@state.mn.us or [casey.cashman@state.mn.us.](mailto:casey.cashman@state.mn.us) Answers will be posted on the [Funding Opportunities](#) page on the OJP website within seven business days.

RFP Information Sessions

OJP will offer two online information sessions. Staff will provide a brief background on the Community Crime Intervention and Prevention grant program, provide an overview of the RFP and application requirements, provide an overview of the application review process, and answer questions.

Prospective applicants are encouraged to participate in at least one information session. Questions and answers from both information sessions will be posted on the [Funding Opportunities](#) page.

Session I: Thursday, May 22, 2025 2:00 p.m. [Registration Required](#) via Teams

Session II: Wednesday, May 28, 2025 9:00 a.m. - [Registration Required](#) via Teams

RFP Part 2: Eligible Projects, Requirements and Resources

2.1   Project Requirements

Commitment to Accessibility, Diversity, Equity, and Inclusion
Organizations funded under this grant must have a commitment to conduct activities or provide

services in an accessible, welcoming, and respectful manner. This commitment to cultural competency should be described and demonstrated how it is promoted and maintained across the organization. Activities must be conducted in a culturally sensitive and respectful way that honors and values diverse life experiences for those seeking services, and for program staff, leadership, and advisory boards. OJP asks organizations to make efforts to ensure their leadership and staff are representative of the diversity of Minnesotans and the communities served.

Cultural Humility

All projects are also expected to strive toward cultural humility within their communities. Cultural humility involves entering a relationship with another person with the intention of honoring their beliefs, customs, and values.

Cultural humility involves an ongoing process of self-exploration and self-critique combined with a willingness to learn from others. It means entering a relationship with another person with the intention of honoring their beliefs, customs, and values. It means acknowledging differences and accepting that person for who they are. Humility prioritizes learning from a cultural group, being aware of what one does not know and has not lived and one's own biases. Humility demands continuous self-reflection, deference to others, and openness to experiences much different from one's own. Rather than presuming to understand or relate to a community or individual because you have achieved a level of "cultural competence" through training and experience, cultural humility demands that one starts from a place of seeking to understand the person or community before them.

Evidence-informed and Promising Practices

While prioritizing programs that use evidence-based practices (those that have been rigorously evaluated and demonstrated effectiveness), we also recognize the importance of supporting innovative and community driven strategies. Many effective approaches emerge from the lived experiences of communities of color, Indigenous communities, and other historically marginalized groups. These approaches, often rooted in cultural traditions and local expertise, align with practice-based evidence (PBE). PBE encompasses strategies developed over time through practice, experience, and community validation.

Projects may be research-based, drawing on published literature including both qualitative and quantitative studies, or they may be promising strategies that demonstrate strong community support, responsiveness to local needs, and alignment with emerging best practices. Projects implementing established research-based interventions and those incorporating promising, community driven approaches that reflect practice-based evidence and lived experience will be given equal weight in the review process.

Commitment to Using a Trauma-informed Approach

Activities conducted under this grant must be provided in a way that recognizes, understands, and responds to the effects of trauma experienced by survivors. A trauma-informed approach emphasizes physical, mental, and emotional health and safety, and helps survivors rebuild a sense of control and empowerment. Services need to be flexible to respond to the impact of different types of traumas and on meeting survivors' self-defined needs toward recovery and healing.

Program Evaluation

Program evaluation is an important component of this grant program. It can help grantees understand,

verify, or increase the effectiveness of the activities funded under this grant. Program evaluation can also provide data to highlight the impact of the activities funded in this grant and can show how the grantee is meeting the goals set in this application. Grantees may use funds for staff to work on evaluation or may subcontract with external evaluation partners. Evaluation may include, but is not limited to, developing an evaluation plan, developing data collection tools, collecting, and analyzing evaluation data and attending in-state evaluation training and technical assistance events.

Appropriate costs for internal or external evaluations need to be included in the budget. These costs could be reflected in budget categories like Contracted Services (for external evaluations), Personnel, or Indirects (for evaluations done internally). Evaluations often account for anywhere between 5-10% of the overall budget. Proposals not including evaluation costs should provide a clear explanation of what their evaluation costs are and how they're funded.

Confidentiality
Grantees are prohibited from disclosing, revealing, or releasing personally identifying information or information collection in connection with services utilized, requested, or denied unless: (1) the service participant has signed a release of information, (2) a law mandates disclosure, or (3) a court has ordered disclosure. Releases must be unique to the individual receiving services and circumstances, be voluntary, and cannot be presented as routine practice.

RFP Part 3: Application Process and Instructions

3.1   Application Deadline

Applications must be submitted using the e-grants web-based system by 4:00 p.m. on June 30, 2025. Applications cannot be submitted after this time. No paper submissions will be accepted. E-grants does not allow for partial applications to be submitted; incomplete applications will be canceled after the deadline and will not be reviewed.

3.2   Application Submission Instructions

Applications must be submitted via e-grants, the OJP online grants management system. E-grants can also be accessed via the OJP website, in addition to the e-grants Application Guide. If you have never applied for a grant with OJP, create a user account by clicking on the purple "New User" option in the login box in the upper right corner of the e-grants website and follow instructions to fill out the profile. Contact the e-grants Helpdesk at 1-800-820-1890 if you have login issues.

3.3   Terms and Conditions, Program Guidelines, OJP Grant Manual

As part of submitting this application in e-grants, the applicant agency agrees to the Terms and Conditions of OJP Grantees for applicants as well as the Community Crime Intervention and Prevention Program Guidelines. These address federal and state requirements such as worker's compensation, civil rights, affirmative action, and data privacy. By agreeing to these in e-grants, the applicant is confirming that they can honor these commitments. Applicants are encouraged to print and review these documents with the appropriate agency staff prior to submitting the application. If selected for funding, the grantee will need to submit required certifications. Grantees agree to follow the OJP Grant Manual, which provides basic information on policies and procedures for grant administration. These documents become, by reference,

part of the formal grant contract agreement.

3.4   Application Content

An application must include the following to be considered for review (e-grants will not let the application be submitted if any of these are missing):

A.   Project Information form

B.   Narrative - Addressing questions in the template, must be uploaded

C.   Work Plan - Addressing the items requested, must be uploaded

D.   Budget - Calculations must be included

E.   Application Uploads (if including contract/s or Memorandum of Understandings (MOU))

F.   Indirect Documentation Form (if including indirect costs in budget)

G.   Organization Financial Information

A.   *Project Information Form*
Input this information directly into the form in e-grants; it will be used as the cover sheet for the application. You will need:
- Contact information for the Fiscal Agent (this is the agency named in the grant contract and responsible for the administration of the grant)
- The fiscal agent's federal and state identification numbers
- Contact information for the person/s responsible for programming, financials, and contracts
- Lead Agency's (the organization receiving over 90% of grant funds and may not be the fiscal agent/applicant) annual budget amount
- Brief project description and project's geographic information
- State if this is a new, expansion or continuation of a project/program

B.   *Narrative*
- **Download the narrative template** and make a copy of the template to complete your project's narrative.
- The maximum length of the narrative document is 10 pages, with 1" margins, single spaced, and with 11-point font size.
- Prepare your narrative by answering each item in the order they are listed in the template. Please note: Narratives that do not follow the template do not score well in the review process.
- Proposals are scored based on your responses to these questions.
- Do not include any additional pages or supplemental materials; these will not be provided to reviewers.
- When ready to submit, upload the narrative as an attachment in e-grants
- The narrative template is composed of the following items:
  - Organizational Overview (6 points)
  - Current CCIP Grantees/ New Applicants (12 points)
  - Target Population & Cultural Humility (18 points)
  - Project Description (33 points)
  - Evaluation and Outcomes (9 points)
  - Budget Overview (6 points)

C. *Work Plan*

The work plan will be used as a roadmap throughout the life of the grant and used as the basis for quarterly progress reporting. You'll be able to see a combined list of all activities on the final tab of the workbook.

- **Download the Work plan template** and make a copy of the template to complete your project's work plan.
- Find your Focus Area(s) in the 6 sheets (bottom of the document)
- Prepare your work plan by adding the activities related to this proposal.
- Do not include any additional sheets or focus areas or supplemental materials; these will not be provided to reviewers.
- When ready to submit, upload the work plan as an attachment in e-grants.

D. *Budget*

Your budget should be consistent with your narrative and work plan, making it clear how each of the activities will be funded. The budget will cover a two-year period, and all expenses must be listed and directly chargeable to the grant. When estimating costs, please show your calculations by including quantities, unit costs, hourly rates and other details (See budget example). Only include grant funded expenses in the budget descriptions.

- Enter budget information directly into e-grants. Directions for entering the budget are available in the Application Guide. The Budget Development Guidelines will show you examples and specific requirements for each of the line items.
- Budget line items may include: Personnel, Payroll Taxes & Fringe, Contract Services, Direct Client Assistance, Travel, Training, Office Expenses, Program Expenses, and Other Expenses. Not all line items need to be used.
- Community Crime Intervention and Prevention (CCIP) Budget Allowability Guide
- Staff positions identified in budget must be clearly linked to activities in the work plan.
- Grant staff funded at less than 1.0 FTE with CCIP funds must keep detailed time tracking records of hours worked on grant activities.

E. *Application Uploads*

If you are partnering with another organization on the project and/or acting as a lead agency with another organization, please upload partnership contract or MOU.

F. *Indirect Costs and Documentation*

Indirect costs, often referred to as overhead, are costs shared by the organization as a whole and most often are not able to be broken down within each program of the organization. Using the Indirect Rate Documentation form in the application, you will calculate and request the indirect costs amount entered in your application's budget. Indirect costs can be requested in one of the following ways:

1. By using the federally allowed de minimis rate of 15% of Modified Total Direct Costs (MTDC). MTDC calculation excludes equipment, rental costs, participant support costs (Direct Client Assistance), and the portion of each subcontract in excess of $50,000.

2. By using your federally negotiated indirect cost rate.

Complete either the de minimis or federal rate request form and if using a federally approved rate upload a current copy of your indirect costs agreement

G. *Organizational Financial Information Form*
   This Information will be entered into e-grants form.
   - Grantee Information (entity type)
   - Fiscal Information (accounting basis, fiscal year)
   - Financial Documentation (based on annual revenue amount)
   - Administrative Systems & Internal Controls (upload organizational chart)
   - Grant Management Experience

RFP Part 4: Application Review Process

This is a competitive application process. The funding will be divided into two funding groups for review:

1. Applicants or the lead agency with an agency budget of $3 million or less
2. Government agencies and nonprofit organizations with budgets over $3 million

A review committee made up of community members will read and rate applications. The reviewers will meet and discuss the proposals and then put forth their recommendations.

1st Level Review – Community Reviews

Reviewers include community members, subject matter experts, teachers or educators, state and local government employees, crime victim advocates, youth workers and law enforcement officers. The reviewers will meet and discuss the proposals and then put forth their recommendations. Community Reviewers will read and rate applications using the following scoring rubric (90-point scale).

Community Crime Intervention & Prevention (CCIP) Grants 2026-2027 - Application Review	
Application Number:	
Applicant Name:	
Reviewer Name:	
Project Description:	
Rating and Score Guide	**Description**
Excellent (3)	Outstanding level of quality; exceeds all aspects of the minimum requirements; No significant weaknesses.
Good (2)	Good Response, meets requirements; some weaknesses, but correctable.
Unsatisfactory (1)	Fails to meet minimum requirements; needs major revision to make it acceptable.
Missing information (0)	Missing information or didn't answer the question(s).

Organizational Overview	Points Awarded (0-3)	Weight	Total Points Possible: 6
How well does the proposed project fit within the mission of the organization/agency?	3		3
Does the project description and/or project goals directly relate to the outcomes listed in the RFP (Reduce crime, etc, etc)	3		3
Organizational Overview Scoring Subtotal			6
Organizational Overview Comments:			
Strengths: If you felt this section was strong, what specifically would you share was persuasive to you about it?			
Weaknesses/Concerns: If you felt this section was weak, what specifically would you share about it?			

ONLY For CURRENT OJP Grantees	Points Awarded (0-3)	Weight	Total Points Possible: 12
Did the applicant provide a clear description of how past OJP funding was used, including time periods and funded project(s)?	3		
Did the applicant provide two or three key successes CCIP funding has allowed them to achieve? Did they use both numerical data and anecdotes.	3		
Did the applicant thoughtfully reflect on potential improvements or changes to their approach in prevention/intervention work with new CCIP funding?	3		
Did the applicant identify what is missing in their community in terms of crime prevention/intervention programming and how their program would fill that gap?	3		
Total:			0
Comments:			
Strengths: If you felt this section was strong, what specifically would you share was persuasive to you about it?			
Weaknesses/Concerns: If you felt this section was weak, what specifically would you share about it?			

ONLY For NEW Applicants	Points Awarded (0-3)	Weight	Total Points Possible: 12
Did the applicant describe any recent changes - such as increased demand, shifts in the people they serve, or new program needs - that prompted them to apply for CCIP funding at this time?	3		3
Did the applicant provide a strong history or experience in delivering crime prevention/intervention programming?	3		3
Did the applicant highlight unique, innovative, or special aspects of their approach to community crime prevention/intervention?	3		3
Did the applicant clearly identify a gap in their community's prevention/intervention programming and explain how their program would fill that gap?	3		3
Total:			12
Comments:			
Strengths: If you felt this section was strong, what specifically would you share was persuasive to you about it?			
Weaknesses/Concerns: If you felt this section was weak, what specifically would you share about it?			

Target Population & Cultural Competence	Points Awarded (0-3)	Weight	Total Points Possible: 18
Did the applicant provide a clear description of the demographics of the population they intend to serve? (e.g., age, ethnicity, socio-economic background)	3	X2	6
Does the program address the needs of BIPOC people or other underserved populations?	3		3
Did the applicant provide sufficient detail on key staff positions assigned to the project and percentage of time dedicated to this grant project.	3		3
Does the key staff, organizational leadership and board, represent or reflect the population served?	3		3
Did the applicant describe training and development opportunities for staff to provide services that are culturally informed and affirming of the lived experience of persons served through the grant?	3		3
	Total:		18

Target Population & Cultural Competence - Comments:

Strengths: If you felt this section was strong, what specifically would you share was persuasive to you about it?

Weaknesses/Concerns: If you felt this section was weak, what specifically would you share about it?

Project Description	Points Awarded (0-3)	Weight	Total Points Possible: 33
Did the applicant describe the proposed program and how it will prevent or intervene with community crime?	3	X2	6
Was the outreach, referral and enrollment process, any participant requirements, and length of program participation described?	3	X2	6
If applicable, did applicant identify which risk/needs assessments, curricula, etc. will be used with participants?	3	X2	6
Is it described what evidence-based, promising or proven practices, or practice-based approaches will be incorporated into the project?	3	X2	6
Are any formal partnerships and/or contracts listed and included in the project? Did applicant explain their roles, responsibilities, and contributions, if applicable?	3		3
Did the applicant explain how the proposed staffing model aligns with the number of participants they intend to serve, and the amount of funding requested? Were any relevant details (staff hours, volunteer hours, partner/contractor hours, etc.) included to help demonstrate the feasibility of the plan?	3	X2	6
	Total:		33

Project Description - Comments:

Strengths: If you felt this section was strong, what specifically would you share was persuasive to you about it?

Weaknesses/Concerns: If you felt this section was weak, what specifically would you share about it?

Evaluation and Outcomes	Points Awarded (0-3)	Weight	Total Points Possible: 9
Did the applicant outline clear and measurable methods to assess the success and impact of the project?	3		3
Did the applicant outline specific metrics, data collection methods, and evaluation strategies to be used in the project? When will evaluation information be collected? (If ongoing or expanding project, did the applicant provide meaningful current outcomes?)	3		3
Does the applicant include a plan for engaging participants in shaping and evaluating the program?	3		3
		Total:	9

Evaluation and Outcomes - Comments:

Strengths: *If you felt this section was strong, what specifically would you share was persuasive to you about it?*

Weaknesses/Concerns: *If you felt this section was weak, what specifically would you share about it?*

Work Plan	Points Awarded (0-3)	Weight	Total Points Possible: 6
For each objective, does the work plan include: a brief description of the activity, purpose, frequency & outputs, timeline and identify person/s responsible (including external partners).	3		3
Does the Work Plan reflects details provided in Project Description section; activities are clear and feasible and will help reduce further involvement in the criminal or juvenile justice system.	3		3
		Total:	6

Work Plan - Comments:

Strengths: *If you felt this section was strong, what specifically would you share was persuasive to you about it?*

Weaknesses/Concerns: *If you felt this section was weak, what specifically would you share about it?*

Budget	Points Awarded (0-3)	Weight	Total Points Possible: 6
Did the applicant provide a clear summary of how the requested funding will be used?	3		3
Does the budget overview description align with the program description and the work plan?	3		3
		Total:	6

Budget - Comments:

Strengths: *If you felt this section was strong, what specifically would you share was persuasive to you about it?*

Weaknesses/Concerns: *If you felt this section was weak, what specifically would you share about it?*

	Total Score out of 90 Points:	90

Overall Notes:

2nd Level Review – OJP Staff

A final staff review will consider scores from community reviewers, past grantee performance including timeliness and completeness of past grant financial and progress reporting, geographic locations and RFP priorities. The Commissioner of Public Safety will make the final funding decisions and award notification will be made via email to applicants.

Become a grant reviewer!

Grant reviewers are community members who evaluate applications for a variety of competitive grants we implement throughout the year. We use reviewer scores and recommendations to help determine which proposals are awarded grants. Apply to become a grant reviewer here!

RFP Part 5: Post Award Requirements

Pre-Award Risk Assessment and Financial Review

In accordance with state and federal grant management policies it is required to consider a grant applicant's past performance before awarding subsequent grants to them.

Minnesota's Commitment to Diversity and Inclusion in Procurement

The State of Minnesota is committed to diversity and inclusion in its public procurement process. The goal is to ensure that those providing goods and services to the State are representative of our Minnesota communities and include businesses owned by minorities, women, veterans, and those with substantial physical disabilities. Creating broader opportunities for historically under-represented groups provides for additional options and greater competition in the marketplace, creates stronger relationships and engagement within our communities, and fosters economic development and equality.

To further this commitment, the Department of Administration operates a program for Minnesota-based small businesses owned by minorities, women, veterans, and those with substantial physical disabilities. For additional information on this program, or to determine eligibility, please call 651-296-2600 or go to the OEP website.

Grant Contract Process

After being selected for funding, OJP staff will work with the applicant to negotiate a final budget. The formal grant contract consists of the Grant Agreement, the Terms and Conditions, the Grant Program Guidelines, as well as the final work plan and budget. The Grant Agreement will be initiated, signed by grantee and OJP, and once fully executed it is then a legally binding agreement. Grant agreements not signed within 30 days of receipt may be canceled.

Progress and Financial Reporting

Grantees will be required to submit quarterly progress and expense reports. Supporting source documentation must be ~~made~~ readily available upon request.

Grant Payment

This is a cost reimbursement grant. Grantees will only be paid for eligible expenses (after the grant contract is fully executed) that are incurred and are consistent with the negotiated budget.

OJP Grant Manual

Grantees, grantee subgrants and contracts agree to follow the OJP Grant Manual as part of the application process. The manual is a resource for how our office manages grants and covers topics such as grant administration policies, program modification policies, general accounting requirements, etc. OJP Grant Manual

Expiring Grant Funds

A portion of the total grant award will expire on June 30, 2027. See the Special Conditions page of the grant contract for details.

Grantee Orientation

Grant award recipients will be required to have a representative, or representatives of the organization receiving the award, attend a future OJP grantee orientation session.

RFP Part 6: Right of Cancellation

The State reserves the right to cancel this solicitation if it is considered to be in its best interest. The State reserves the right to negotiate modifications to the application or to reject any and all applications received as a result of this Request for Proposals. The State does not intend to award a grant contract solely on the basis of any response made to this request or pay for information solicited or obtained.