

**The Department of Homeland Security (DHS)
Notice of Funding Opportunity (NOFO)
Fiscal Year 2020 Targeted Violence and Terrorism Prevention (TVTP) Grant
Program**

NOTE: If you are going to apply for this funding opportunity and have not obtained a Data Universal Numbering System (DUNS) number and/or are not currently registered in the System for Award Management (SAM), please take **immediate** action to obtain a DUNS Number, if applicable, and then to register immediately in SAM. It may take 4 weeks or more after you submit your SAM registration before your registration is active in SAM, then an additional 24 hours for Grants.gov to recognize your information. Information on obtaining a DUNS number and registering in SAM is available from Grants.gov at: <http://www.grants.gov/web/grants/register.html>. Detailed information regarding DUNS and SAM is also provided in Section D of this NOFO, subsection, Content and Form of Application Submission.

A. Program Description

1. Issued By

U.S. Department of Homeland Security (DHS), Office for Targeted Violence and Terrorism Prevention (OTVTP)

2. Assistance Listings (formerly Catalog of Federal Domestic Assistance (CFDA) Number)

97.132

3. Assistance Listings Title (formerly CFDA Title)

Financial Assistance for Targeted Violence and Terrorism Prevention

4. Funding Opportunity Title

Fiscal Year 2020 Targeted Violence and Terrorism Prevention Grant Program

5. Funding Opportunity Number

DHS-20-TTP-132-00-01

6. Authorizing Authority for Program

Homeland Security Act of 2002, as amended (Pub. L. No 107-296) and Department of Homeland Security Appropriations Act, 2020 (Pub. L. 116-93, Division D)

7. Appropriation Authority for Program

Department of Homeland Security Appropriations Act, 2020 (Pub. L. 116-93, Division D)

8. Announcement Type

Initial

9. Program Overview, Objectives, and Priorities

Overview

From its founding, one of the primary missions of the Department of Homeland Security has been to “prevent terrorist attacks within the United States.” In the wake of the 9/11 attacks, DHS used this mandate to develop nationwide capabilities that help to detect and disrupt terrorist plots directed from overseas. Examples of these capabilities included stopping terrorist travel with enhanced law enforcement and intelligence capabilities and ensuring that state, local, tribal, and territorial (SLTT) governments were integrated in this mission as part of a holistic approach to preparedness. In the last decade, the terrorist threat has evolved. Domestic terrorists have caused more deaths in the United States in recent years than have terrorists connected to foreign terrorist organization (FTO).

Domestic terrorist attacks and hate crimes sometimes overlap, as perpetrators of prominent domestic terrorist attacks have selected their targets based on factors such as race, ethnicity, national origin, religion, sexual orientation, gender, and gender identity. White supremacist violent extremism, one type of racially- and ethnically-motivated violent extremism, is one of the most potent forces driving domestic terrorism. Lone attackers, as opposed to cells or organizations, generally perpetrate these kinds of attacks. But they are also part of a broader movement. White supremacist violent extremists’ outlook can generally be characterized by hatred for immigrants and ethnic minorities, often combining these prejudices with virulent anti-Semitism or anti-Muslim views. Additionally, ISIS leveraged the internet and social media to inspire domestically-based individuals to commit terrorist attacks with little to no training and preparation. The emergence of these homegrown violent extremists led to the Department’s initial efforts to prevent and intervene with individuals radicalizing to violence, including the Fiscal Year 2016 Countering Violent Extremism [Grant Program](#).

More recently, we have seen other ideologies, including racially or ethnically-motivated violent extremists, utilize similar online tactics as Foreign Terrorist Organizations (FTOs) to inspire individuals to commit acts of violence. Additionally, we have seen individuals commit mass attacks with no clear nexus to a violent ideology, devastating hometowns across America. The nature of this increasingly complex threat, and the Department’s approach to combatting it is laid out in the Department’s first [Strategic Framework to Counter Terrorism and Targeted Violence](#) (Strategic Framework). DHS’ efforts on the Strategic Framework and related work and outside research suggest that the risk factors for individuals being radicalized to violence are similar across the ideological spectrum, and that other acts of targeted violence also share many of those risk factors.

The Fiscal Year 2020 (FY20) Targeted Violence and Terrorism Prevention (TVTP) Grant Program is a critical part of the Department’s implementation of the Strategic Framework and aligns with the 2018 Quadrennial Homeland Security Review mission to “Prevent Terrorism and Enhance Security.” It builds off the [promising practices and lessons learned](#) from the department’s past and ongoing activities and seeks to make awards to projects that will build local capacity to prevent targeted violence and all forms of terrorism.

Objectives

The TVTP Grant Program seeks to provide funding in three application tracks. The Local Prevention Framework, Replication, and Innovation Tracks will directly support the implementation of the September 2019 DHS Strategic Framework. The Strategic Framework, in turn, is derivative of the December 2017 [National Security Strategy](#) that included a Priority Action on enhancing local terrorism prevention capabilities and the October 2018 [National Strategy for Counterterrorism](#) that included countering terrorist recruitment and radicalization as one of six lines of efforts and called for the development of a nationwide prevention architecture.

The objectives of the TVTP Grant Program align to objectives in Goal 3 of the Strategic Framework (see Appendix A for additional details). The primary objectives of Goal 3 addressed by the TVTP Grant Program are:

- Strengthen societal resistance against the drivers of violent extremism and ensure broad awareness of the threat of terrorism and targeted violence.
- Counter terrorists and violent extremists' influence online.
- Develop prevention frameworks with SLTT partners to enhance their ability to identify and respond to individuals at risk of mobilizing to violence.
- Develop and implement recidivism reduction programming to address individuals convicted of crimes related to terrorism and targeted violence.

The TVTP Grant Program seeks to provide funding to applications that align with the Strategic Framework and that protect privacy, civil rights, and civil liberties. Please See Appendix D for research, logic model, performance measurement, and other resources that can be referenced to design project proposals.

Priorities

The FY20 TVTP Grant Program has the following priorities:

- Establishing and Enhancing Local Prevention Frameworks with an emphasis on Threat Assessment and Management Capabilities
- Preventing Domestic Terrorism
- Innovative Solutions for Preventing Targeted Violence and Terrorism

10. Performance Metrics

Performance measures and metrics are identified in subparagraph (b) for each project type in Appendix B.

B. Federal Award Information

- 1. Available Funding for the NOFO:** \$10,000,000.00

See Appendix B for target award amounts for each project type. These amounts are not a minimum or maximum award, but if the applicant requests an amount that significantly deviates from the target award amount for the applicable track or project type, DHS will require the applicant to include a detailed justification.

2. Period of Performance: 24 months

Extensions to the Period of Performance are allowed; please see Section H. Additional Information, Period of Performance Extensions.

3. Projected Period of Performance Start Date(s): 10/01/2020

4. Projected Period of Performance End Date(s): 09/30/2022

5. Funding Instrument Type: Grant

C. Eligibility Information

1. Eligible Applicants

- a. Local governments as defined by 2 C.F.R. § 200.64
- b. Indian tribal governments as defined by 2 C.F.R. § 200.54
- c. Nonprofits with 501(c)(3) IRS status
- d. Institutions of higher education as defined by 2 C.F.R. § 200.55
- e. State governments as defined by 2 C.F.R. § 200.90.

2. Applicant Eligibility Criteria

Applicants must demonstrate that they have sufficient authority and capacity to implement a project outlined in Appendix B, including the capability to engage the participants they propose to include in their projects.

All applicants must include the required elements for all applications (See Appendix C, “Contents and Format of Application”), as well as specific requirements of the projects they are proposing, including performance measures, for each project type (See Appendix B). Failure to provide a complete application or significant deviation from the requirements can cause an application to be ineligible and not reviewed or scored.

3. Other Eligibility Criteria

Privacy, Civil Rights, and Civil Liberties: Proposed projects shall not infringe on individual privacy, civil rights, and civil liberties. Applications shall describe any potential impacts to privacy, civil rights, and civil liberties and ways in which applicants will prevent or mitigate those impacts and administer their projects in a nondiscriminatory manner. Applications that describe programs projects or activities that do not appropriately protect privacy, civil rights, or civil liberties will be deemed ineligible for funding.

4. Cost Share or Match

A Cost Share or Cost Match is not required.

D. Application and Submission Information

1. Key Dates and Times

- a. Application Start Date:** 03/30/2020
- b. Application Submission Deadline:** 06/17/2020 5:00:00 PM ET
- c. Anticipated Funding Selection Date:** 08/31/2020
- d. Anticipated Award Date:** **No later than** 09/30/2020
- e. Other Key Dates**

Event	Suggested Deadline for Completion
Obtaining DUNS Number	Four weeks before actual submission deadline
Obtaining a valid EIN	Four weeks before actual submission deadline
Updating SAM registration	Four weeks before actual submission deadline
Creating a profile and organization in ND Grants	Four weeks before actual submission deadline
Starting application in Grants.gov	Four weeks before actual submission deadline
Completing Application in ND Grants	One week before actual submission deadline
Submitting the Final Application in ND Grants	By the submission deadline

All complete applications **must** be received by the established deadline.

The Non-Disaster (ND) Grants System has a date stamp that indicates when an application is submitted. Applicants will receive an electronic message confirming receipt of their submission. For additional information on how an applicant will be notified of application receipt, see the subsection titled “Timely Receipt Requirements and Proof of Timely Submission” in Section D.

DHS will not review applications that are received after the deadline or consider these late applications for funding. DHS may, however, extend the application deadline on request for any applicant who can demonstrate that good cause exists to justify extending the deadline. Good cause for an extension may include technical problems outside of the applicant’s control that prevent submission of the application by the deadline, other exigent or emergency circumstances, or statutory requirements for DHS/FEMA to make an award.

Applicants experiencing technical problems outside of their control must notify FEMA as soon as possible and before the application deadline. Failure to timely notify FEMA of the issue that prevented the timely filing of the application may preclude consideration of the award. “Timely notification” of FEMA means the following: prior to the application deadline and within 48 hours after the applicant became aware of the issue. A list of contacts can be found in Section G, “DHS Awarding Agency Contact Information.”

2. Agreeing to Terms and Conditions of the Award

By submitting an application, applicants agree to comply with the requirements of this NOFO and the terms and conditions of the award, should they receive an award.

3. Address to Request Application Package

Initial applications are processed through the [Grants.gov](http://www.grants.gov) portal. Final applications are completed and submitted through the Non-Disaster Grants (ND Grants) System.

This NOFO contains or provides links to all the information necessary to complete an application.

Application forms and instructions are available at Grants.gov. To access these materials, go to <http://www.grants.gov>.

For a hardcopy of the full NOFO, please write a request to:

Office for Targeted Violence and Terrorism Prevention

Office of Strategy, Policy, and Plans (PLCY)

U.S. Department of Homeland Security

2707 Martin Luther King Ave. SE

Washington, D.C. 20528-0445

(Please allow up to 14 days for receipt of request and an additional 14 days for response.)

In addition, the following Telephone Device for the Deaf (TDD) and/or Federal Information Relay Service (FIRS) number available for this Notice is: 1 (800) 462-7585

4. Steps Required to Submit an Application, Unique Entity Identifier, and System for Award Management (SAM)

To apply for an award under this program, all applicants must:

- a. Apply for, update, or verify their Data Universal Numbering System (DUNS) Number from Dun & Bradstreet (D&B) and Employer ID Number (EIN)
- b. In the application, provide a valid Data Universal Numbering System DUNS number, which is currently the unique entity identifier;
- c. Have an account with login.gov;
- d. Register for, update, or verify their SAM account and ensure the account is active before submitting the application;
- e. Create a Grants.gov account;
- f. Add a profile to a Grants.gov account;
- a. Establish an Authorized Organizational Representative (AOR) in Grants.gov;
- b. Submit an initial application in Grants.gov;
- g. **Submit the final application in ND Grants;** and
- h. Continue to maintain an active SAM registration with current information at all times during which it has an active federal award or an application or plan under consideration by a federal awarding agency.

Applicants are advised that DHS may not make a federal award until the applicant has complied with all applicable DUNS and SAM requirements. Therefore, an applicant's SAM registration must be active not only at the time of application, but also during the application review period and when DHS is ready to make a federal award. Further, as noted above, an applicant's or recipient's SAM registration must remain active for the duration of an active federal award. If an applicant's SAM registration is expired at the time of application, expires during application review, or expires any other time before award, DHS may determine that the applicant is not qualified to receive a federal award and use that determination as a basis for making a federal award to another applicant.

5. Electronic Delivery

DHS is participating in the Grants.gov initiative to provide the grant community with a single site to find and apply for grant funding opportunities. For this funding opportunity, the Office for Targeted Violence and Terrorism Prevention (OTVTP) requires applicants to submit initial applications through Grants.gov and submit final application through ND Grants.

6. How to Register to Apply Through Grants.gov

Instructions: Registering in Grants.gov is a multi-step process. Read the instructions below about registering to apply for DHS funds. Applicants should read the registration instructions carefully and prepare the information requested before beginning the registration process. Reviewing and assembling the required information before beginning the registration process will alleviate last-minute searches for required information.

The registration process can take up to four weeks to complete. Therefore, registration should be done in sufficient time to ensure it does not impact your ability to meet required application submission deadlines.

Organizations must have a Data Universal Numbering System (DUNS) Number, active System for Award Management (SAM) registration, and Grants.gov account to apply for grants. If individual applicants are eligible to apply for this grant funding opportunity, then you may begin with step 3, Create a Grants.gov account, listed below.

Creating a Grants.gov account can be completed online in minutes, but DUNS and SAM registrations may take several weeks. Therefore, an organization's registration should be done in sufficient time to ensure it does not impact the entity's ability to meet required application submission deadlines. Complete organization instructions can be found on Grants.gov here: <https://www.grants.gov/web/grants/applicants/organization-registration.html>

- 1) *Obtain a DUNS Number:* All entities applying for funding, including renewal funding, must have a DUNS number from Dun & Bradstreet (D&B). Applicants must enter the DUNS number in the data entry field labeled "Organizational DUNS" on the SF-424 form.

For more detailed instructions for obtaining a DUNS number, refer to:
<https://www.grants.gov/web/grants/applicants/organization-registration/step-1-obtain-duns-number.html>

- 2) *Register with SAM:* All organizations applying online through Grants.gov must register with the System for Award Management (SAM). Failure to register with SAM will prevent your organization from applying through Grants.gov. SAM registration must be renewed annually.

For more detailed instructions for registering with SAM, refer to:
<https://www.grants.gov/web/grants/applicants/organization-registration/step-2-register-with-sam.html>

- 3) *Create a Grants.gov Account:* The next step is to register an account with Grants.gov. Follow the on-screen instructions or refer to the detailed instructions here: <https://www.grants.gov/web/grants/applicants/registration.html>
- 4) *Add a Profile to a Grants.gov Account:* A profile in Grants.gov corresponds to a single applicant organization the user represents (i.e., an applicant) or an individual applicant. If you work for or consult with multiple organizations and have a profile for each, you may log in to one Grants.gov account to access all of your grant applications. To add an organizational profile to your Grants.gov account, enter the DUNS Number for the organization in the DUNS field while adding a profile.

For more detailed instructions about creating a profile on Grants.gov, refer to:
<https://www.grants.gov/web/grants/applicants/registration/add-profile.html>

- 5) *EBiz POC Authorized Profile Roles:* After you register with Grants.gov and create an Organization Applicant Profile, the organization applicant's request for Grants.gov roles and access is sent to the EBiz POC. The EBiz POC will then log in to Grants.gov and authorize the appropriate roles, which may include the AOR role, thereby giving you permission to complete and submit applications on behalf of the organization. You will be able to submit your application online any time after you have been assigned the AOR role.

For more detailed instructions about creating a profile on Grants.gov, refer to:
<https://www.grants.gov/web/grants/applicants/registration/authorize-roles.html>

- 6) *Track Role Status:* To track your role request, refer to:
<https://www.grants.gov/web/grants/applicants/registration/track-role-status.html>
- 7) *Electronic Signature:* When applications are submitted through Grants.gov, the name of the organization applicant with the AOR role that submitted the application is inserted into the signature line of the application, serving as the electronic signature. The EBiz POC **must** authorize people who are able to make legally binding commitments on behalf of the organization as a user with the

AOR role; **this step is often missed, and it is crucial for valid and timely submissions.**

7. How to Submit an Initial Application to DHS via Grants.gov

Grants.gov applicants can apply online using Workspace. Workspace is a shared, online environment where members of a grant team may simultaneously access and edit different webforms within an application. For each NOFO, you can create individual instances of a workspace.

Below is an overview of applying on Grants.gov. For access to complete instructions on how to apply for opportunities using Workspace, refer to:

<https://www.grants.gov/web/grants/applicants/workspace-overview.html>

- a. *Create a Workspace:* Creating a workspace allows you to complete it online and route it through your organization for review before submitting.
- b. *Complete a Workspace:* Add participants to the workspace to work on the application together, complete all the required forms online or by downloading PDF versions, and check for errors before submission. The Workspace progress bar will display the state of your application process as you apply. As you apply using Workspace, you may click the blue question mark icon near the upper-right corner of each page to access context-sensitive help.
- c. *Adobe Reader:* If you decide not to apply by filling out webforms you can download individual PDF forms in Workspace. The individual PDF forms can be downloaded and saved to your local device storage, network drive(s), or external drives, then accessed through Adobe Reader.

NOTE: Visit the Adobe Software Compatibility page on Grants.gov to download the appropriate version of the software at:

<https://www.grants.gov/web/grants/applicants/adobe-software-compatibility.html>

- d. *Mandatory Fields in Forms:* In the forms, you will note fields marked with an asterisk and a different background color. These fields are mandatory fields that must be completed to successfully submit your application.
- e. *Complete SF-424 Fields First:* The forms are designed to fill in common required fields across other forms, such as the applicant name, address, and DUNS number. To trigger this feature, an applicant must complete the SF-424 information first. Once it is completed, the information will transfer to the other forms.
- f. *Submit a Workspace:* An application may be submitted through workspace by clicking the Sign and Submit button on the Manage Workspace page, under the Forms tab. Grants.gov recommends submitting your application package at least 24-48 hours prior to the close date to provide you with time to correct any potential technical issues that may disrupt the application submission.

- g. *Track a Workspace Submission:* After successfully submitting a workspace application, a Grants.gov Tracking Number (GRANTXXXXXXXX) is automatically assigned to the application. The number will be listed on the Confirmation page that is generated after submission. Using the tracking number, access the Track My Application page under the Applicants tab or the Details tab in the submitted workspace.

For additional training resources, including video tutorials, refer to:
<https://www.grants.gov/web/grants/applicants/applicant-training.html>

Applicant Support: Grants.gov provides applicants 24/7 support via the toll-free number 1-800-518-4726 and email at support@grants.gov. For questions related to the specific grant opportunity, contact the number listed in the application package of the grant you are applying for.

If you are experiencing difficulties with your submission, it is best to call the Grants.gov Support Center and get a ticket number. The Support Center ticket number will assist DHS with tracking your issue and understanding background information on the issue.

8. Submitting the Final Application in in the Non-Disaster Grants System (ND Grants)

After submitting the initial application in Grants.gov, eligible applicants will be notified by DHS/FEMA and asked to proceed with submitting their complete application package in ND Grants. Applicants can register early with ND Grants and are encouraged to begin their ND Grants registration at the time of this announcement or, at the latest, seven days before the application deadline. Early registration will allow applicants to have adequate time to start and complete their applications.

Applicants needing assistance registering for the ND Grants system should contact ndgrants@fema.dhs.gov or (800) 865-4076. For step-by-step directions on using the ND Grants system and other guides, please see <https://www.fema.gov/non-disaster-grants-management-system>.

In ND Grants, applicants will be prompted to submit the standard application information required as described below. The Standard Forms (SF) are auto generated in ND Grants, but applicants may access these forms in advance through the Forms tab under the SF-424 family on Grants.gov. Applicants should review these forms before applying to ensure they have all the information required:

- SF-424A, Budget Information (Non-construction)
- SF-424B, Standard Assurances (Non-construction)
- SF-LLL, Disclosure of Lobbying Activities
- Indirect Cost Agreement, if the budget includes indirect costs and the applicant is required to have an indirect cost rate agreement. If the applicant is not required to have an indirect cost rate agreement but will charge indirect costs and is required to have an indirect cost rate proposal, the applicant must provide a copy of their indirect cost rate proposal with the application. See the section below on indirect costs for more information or contact the relevant Program Analyst or Grants Management Specialist for further instructions.

9. Timely Receipt Requirements and Proof of Timely Submission

As application submission is a two-step process, the applicant with the Authorized Organizational Representative (AOR) role who submitted the application will receive an acknowledgment of receipt, a tracking number (GRANTXXXXXXXXXX) from Grants.gov, and an Agency Tracking Number (EMX-2021-XX-XXXX) with the successful transmission of the initial application. This notification does not serve as proof of timely submission as the application is not complete until it is submitted in ND Grants. All applications must be received in ND Grants by **05:00 PM Eastern Time on June 17, 2020**. Proof of timely submission is automatically recorded by ND Grants. An electronic date/time stamp is generated within the system when the application is successfully received by ND Grants. Additionally, the applicant(s) listed as contacts on the application will receive a system-generated email to confirm receipt.

10. Content and Form of Application Submission

The following forms or information are required to be submitted in either Grants.gov or ND Grants. The Standard Forms (SF) are submitted either through Grants.gov, through forms generated in ND Grants, or as an attachment in ND Grants. Applicants may also access the SFs at <https://www.grants.gov/web/grants/forms/sf-424-family.html>.

- **SF-424, Application for Federal Assistance**, submitted through Grants.gov
- **Grants.gov Lobbying Form, Certification Regarding Lobbying**, submitted through Grants.gov
- **SF-424A, Budget Information (Non-Construction)**, submitted via the forms generated by ND Grants
- **SF-424B, Standard Assurances (Non-Construction)**, submitted via the forms generated by ND Grants
- **SF-LLL, Disclosure of Lobbying Activities**, via the forms generated by ND Grants
- **Indirect Cost Agreement**, submitted as an attachment in ND Grants if the budget includes indirect costs and the applicant is required to have an indirect cost rate agreement. If the applicant is not required to have an indirect cost rate agreement but will charge indirect costs and is required to have an indirect cost rate proposal, the applicant must provide a copy of their indirect cost rate proposal with the application. See the section below on indirect costs for more information or contact the relevant Program Analyst or Grants Management Specialist for further instructions.
- **Project Narrative**, submitted as a single attachment in ND Grants. The Project Narrative has the following components:
 - Cover Page
 - Body
 - Appendices

See Appendix C for detailed instructions on completing the Project Narrative.

11. Other Submission Requirements

For additional information and formatting instructions see Appendix C.

12. Funding Restrictions

Construction and renovation costs are NOT allowed under this program.

Equipment costs are NOT allowed under this program.

Pre-award costs are NOT allowed under this program.

International travel is NOT allowed under this program without prior approval from the DHS Office for targeted Violence and Terrorism Prevention and the FEMA Grant Programs Directorate.

All costs charged to awards covered by this NOFO must comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements at 2 C.F.R. Part 200, unless otherwise indicated in the NOFO, or the terms and conditions of the award.

For more information on FEMA's implementation of 2 C.F.R. Part 200, see [Information Bulletin \(IB\) No. 400](#).

In general, the Cost Principles establish standards for the allowability of costs, provide detailed guidance on the cost accounting treatment of costs as direct or administrative costs, and set forth allowability principles for selected items of cost. More specifically, except as otherwise stated in this NOFO, the terms and condition of an award, or other program materials, costs charged to awards covered by this NOFO must be consistent with the Cost Principles for Federal Awards located at 2 C.F.R. Part 200, Subpart E. In order to be allowable, all costs charged to a FEMA award or applied to the cost share must be reasonable in nature and amount and allocable to the particular FEMA award.

Additionally, all costs charged to awards must comply with the grant program's applicable statutes, policies, requirements in this NOFO as well as with the terms and conditions of the award. If FEMA staff identify costs that are inconsistent with any of these requirements, these costs may be disallowed, and FEMA may recover funds as appropriate, consistent with applicable laws, regulations, and policies.

As part of those requirements, grant recipients and subrecipients may only use federal funds or funds applied to a cost share for the purposes set forth in this NOFO and the terms and conditions of the award, and those costs must be consistent with the statutory authority for the award. Grant funds may not be used for matching funds for other federal grants/cooperative agreements, lobbying, or intervention in federal regulatory or adjudicatory proceedings. In addition, federal funds may not be used to sue the federal government or any other government entity.

Recipients are also expected to conform, as applicable, with accepted engineering practices, established codes, standards, modeling techniques, and best practices, and participate in the development of case studies demonstrating the effective use of grant funds, as requested.

13. Allowable Costs

a. Management and Administration (M&A) Costs

M&A costs are allowable by the recipient up to 5% of the award.

b. Other Direct Costs

Planning, training, organization, exercises, and domestic travel are allowed under this program.

c. Indirect Facilities & Administrative (F&A) Costs

Indirect costs are allowable under this program as described in 2 C.F.R. Part 200, including 2 C.F.R. § 200.414. Applicants with a negotiated indirect cost rate agreement that desire to charge indirect costs to an award must provide a copy of their negotiated indirect cost rate agreement at the time of application. Applicants that are not required by 2 C.F.R. Part 200 to have a negotiated indirect cost rate agreement but are required by 2 C.F.R. Part 200 to develop an indirect cost rate proposal must provide a copy of their proposal at the time of application. Post-award requests to charge indirect costs will be considered on a case-by-case basis and based upon the submission of an agreement or proposal as discussed above.

E. Application Review Information

1. Application Evaluation Criteria

a. Programmatic Criteria

DHS will review applications submitted in three application tracks, based on project type. Applications will be scored on the following merit criteria and will be assigned points up to the maximum number of points listed for the below criteria for a total maximum score of 100 points. Please Refer to Appendix C for a detailed description of the required elements associated with the below scoring criteria.

Needs Assessment

15 Points

Applicants will conduct a needs assessment as described in Appendix C. In order to receive the maximum number of points applicants will outline activities from a broad range of stakeholders in their planned area of performance in determining their needs and currently available resources.

Program Design

30 Points

The program design is a critical part of the application that demonstrates the degree to which applicants understand how their proposed work will have an impact in preventing targeted violence and terrorism. To receive the maximum number of points, applications will include all of the elements of the Program Design, as described in Appendix C, and show a clear connection between those elements such that it conveys a program that has the best chance of achieving the intended results.

Organization and Key Personnel

15 Points

Applicants are required to describe their organization and the key personnel that will work on the project. To receive the maximum number of points, applicants will provide details that indicate how the organization is poised to deliver the intended outcomes of their projects through past successes in prevention or related work and how the key personnel have sufficient subject matter expertise to accomplish the

project. Projects utilizing partners to carryout significant portions of the project should include a detailed description the partner’s experience and capability as well as a letter of support or similar documentation in order to be highly scored in this category.

Sustainability

15 Points

Applicants are required to describe how the activities and capabilities in their proposed project will be sustained following the end of the period of performance. To receive the maximum number of points applicants will outline a feasible plan to sustain all the capabilities developed by their project permanently without Federal funding. Fewer points will be awarded for applicants who plan to rely on other sources of Federal grants to sustain operations, and points will be awarded commensurate with the length of time a grantee plans to sustain the funding.

Budget Detail and Narrative

10 Points

The budget detail will be evaluated to determine if the proposed costs are reasonable and well supported by the budget narrative. In order to receive the maximum number of points applicants will propose an efficient, realistic budget, and if applicant deviates significantly from the target award funds associated with each project, the narrative will include a reasonable justification for the deviation.

Project Implementation Plan

15 Points

Each application will be scored on the quality of their Project Implementation Plan in accordance with the DHS Template. To receive the maximum number of points, applicants should complete the template in a logical way that, when used in reporting progress to DHS, conveys the most meaningful aspects of their programs.

b. Financial Integrity Criteria

Prior to making a federal award, DHS is required by 31 U.S.C. § 3321 note, 41 U.S.C. § 2313, and 2 C.F.R. § 200.205 to review information available through any OMB-designated repositories of government wide eligibility qualification or financial integrity information. Therefore, application evaluation criteria may include the following risk-based considerations of the applicant:

- 1) Financial stability.
- 2) Quality of management systems and ability to meet management standards.
- 3) History of performance in managing federal award.
- 4) Reports and findings from audits.
- 5) Ability to effectively implement statutory, regulatory, or other requirements.

c. Supplemental Financial Integrity Criteria and Review

Prior to making a federal award where the anticipated total federal share will be greater than the simplified acquisition threshold, currently \$250,000 (*see* Section 805 of the National Defense Authorization Act for Fiscal Year 2018, Pub. L. No. 115-91, OMB Memorandum M-18-18 at <https://www.whitehouse.gov/wp-content/uploads/2018/06/M-18-18.pdf>):

- 1) DHS is required to review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM, which is currently the [Federal Awardee Performance and Integrity Information System](#) (FAPIIS) and is accessible through the [SAM](#) website.
- 2) An applicant, at its option, may review information in FAPIIS and comment on any information about itself that a federal awarding agency previously entered.
- 3) DHS will consider any comments by the applicant, in addition to the other information in FAPIIS, in making a judgment about the applicant's integrity, business ethics, and record of performance under federal awards when completing the review of risk posed by applicants as described in 2 C.F.R. § 200.205.

d. Security Review

Using a risk-based approach, DHS will conduct a security review of nonprofit applicants, excluding institutions of higher education, with scores in the top tier of applications to ensure that funds will be used for their intended purpose and that recipients are not known to engage in activities that raise security concerns or are otherwise contrary to the purpose of the program. DHS will use certain Personally Identifiable Information (PII) submitted by applicants as part of the application process in ND Grants and Grants.gov to query national security databases. Additionally, if derogatory information is found through these queries, DHS may conduct additional searches using publicly available information to identify controlling individuals of the organization, including key employees and board members of the organization not otherwise identified in the grant application or materials accompanying submissions. DHS will review potentially derogatory information as well as any mitigating information in determining if any security risk exists. DHS grant awards are inherently discretionary, and DHS will not make awards in cases when there is a credible security risk. Other than not being considered for an award, no adverse action will be taken against an applicant if they are disqualified for receiving an award under this opportunity because of the security review. **By submitting an application under this funding opportunity, applicants consent to undergoing this security review.** DHS has published a [Privacy Impact Assessment](#) (PIA) describing this process in more detail. Prospective applicants should review that document.

2. Review and Selection Process

OTVTP will review applications submitted by the deadline against the eligibility criteria in Section C. Each application deemed eligible will be reviewed and scored by two subject matter experts (SMEs) drawn from OTVTP and/or other DHS or interagency Federal partners with expertise in terrorism, targeted violence, prevention, or related subjects. The SMEs scoring each application will confer to come to a consensus score with notes for each application.

The Deputy Director of OTVTP will convene a panel from amongst SMEs that scored applications to review the top scoring applications. The panel will review applications by application track and project type identified in Appendix B. If, in the opinion of the panel, there are not sufficient quality applications in a given project type, no awards will be made in that project type. The panel will develop a recommendation on which projects, or portion of projects, to award based on the quality of the application (i.e., its scores) and some or all of the following additional factors:

- Meeting the priorities and objectives identified in Section A and Appendix A;
- achieving diversity in project type while avoiding duplication of effort;
- achieving geographic diversity (to include regions as well as type (e.g., urban, suburban, rural));
- achieving diversity in eligible applicant type; and
- maximizing the use of funds.

The panel's recommendations shall provide a listing of projects for award that will account for the entire amount of funds available under this opportunity and a reserve list of awards totaling approximately 20% of the total available funding. The reserve list will be used to replace applications removed from consideration due to negative findings in the financial integrity reviews described in paragraphs 1.b. and c. of this section, the security review described in paragraph 1.d. of this section, or if a selected application fails to accept an award within the time period indicated in Section F.

The Director of OTVTP in coordination with the FEMA Assistant Administrator, Grant Programs Directorate will provide the recommendations of the panel to the Secretary or their designee for final award determination. The Secretary or their designee may review additional information pursuant to the security review and may also consider other factors in making their final award determination.

F. Federal Award Administration Information

1. Notice of Award

Before accepting the award, the AOR and recipient should carefully read the award package. The award package includes instructions on administering the grant award and the terms and conditions associated with responsibilities under federal awards.

Recipients must accept all conditions in this NOFO as well as any special terms and conditions in the Notice of Award to receive an award under this program.

Notification of award approval is made through the ND Grants system through an automatic electronic mail to the recipient's authorized official listed in the initial application. The award date will be the date that DHS approves the award. The recipient should follow the directions in the notification to confirm acceptance of the award. Funds will remain on hold until the recipient accepts the award through the ND Grants system and all other conditions of the award have been satisfied or until the award is otherwise rescinded.

Recipients must accept their awards no later than 30 days from the award date. The recipient shall notify DHS of its intent to accept and proceed with work under the award through the ND Grants system. For instructions on how to accept or decline an award in the ND Grants system, please see the ND Grants [Grant Recipient User Guide](#). Failure to accept a grant award within the 30-day timeframe may result in a loss of funds.

DHS will make a public announcement indicating its intent to make awards under this grant program prior to awards being made. Such an announcement is not an authorization to begin performance. The official award notice as described above will clearly state the beginning of the period of performance.

2. Administrative and National Policy Requirements

a. DHS Standard Terms and Conditions

All successful applicants for DHS grant and cooperative agreements are required to comply with DHS Standard Terms and Conditions, which are available online at: [DHS Standard Terms and Conditions](#).

The applicable DHS Standard Terms and Conditions will be those in effect at the time the award was made. The terms and conditions that will apply for the award will be clearly stated in the award package at the time of award.

b. Privacy of Project Participants

DHS takes seriously its responsibility to protect the privacy of individuals in all of its activities. In addition to abiding by the “Best Practices for Use and Collection of Personally Identifiable Information (PII)” included in the DHS Standard Terms and Conditions, recipients of a grant under this program shall limit the collection of PII to only the information necessary to implement their project. Recipients shall not transmit PII of program participants to DHS. In the collection of information for the purposes of measuring performance, program evaluation, and meeting DHS reporting requirements, data should be aggregated or anonymized prior to transmittal.

c. Protection of Human Subjects in Research

Successful applicants must meet all DHS and U.S. Department of Health and Human Services (HHS) requirements regarding research involving human subjects. These requirements can be found in 45 C.F.R. Part 46, Subparts A-D. Subpart A of 45 C.F.R. Part 46 codifies the Federal Policy for the Protection of Human Subjects (also known as The Common Rule) which represents the basic foundation for the protection of human subjects in most research conducted or support by U.S. Federal departments and agencies. Certain project types, as outlined in Appendix A, require evaluation work that may meet the definition of research and may require the grantee to receive approval from an Institutional Review Board (IRB) prior to collection of information. **Any project collecting information from minors MUST have approval from an IRB prior to initiating work with minors.**

d. Implementation and Measurement Plan

Applicants are required to submit an Implementation and Measurement Plan (IMP) as part of their application narrative. Recipients under this program will be required to have their IMP approved by OTVTP prior to beginning performance. Receiving an award under this program does not constitute final approval of their IMP.

e. Evaluation

By accepting award, all recipients agree to participate in an evaluation of this grant and to follow all related protocols established by DHS, which may include analysis of the effects on individuals and providing access to program operating personnel and participants, as specified by the evaluator(s) including after the period of performance.

3. Reporting

Recipients are required to submit various financial and programmatic reports as a condition of award acceptance. Future awards and funds drawdown may be withheld if these reports are delinquent. The following reporting periods and due dates apply to financial and programmatic reports under this program.

Reporting Period	Report Due Date
October 1 – December 31	January 30
January 1 – March 31	April 30
April 1 – June 30	July 30
July 1 – September 30	October 30

a. Federal Financial Reporting Requirements

1. The Federal Financial Report (FFR) form and instructions are available online at: [SF-425 OMB #4040-0014](#).

Recipients must report obligations and expenditures through the FFR form (SF-425) to DHS/FEMA. Recipients must file the FFR electronically using the Payment and Reporting Systems ([PARS](#)).

2. **FFR Submission Frequency**

An FFR must be submitted quarterly throughout the POP, including partial calendar quarters, as well as in periods where no grant award activity occurs. Future awards and fund drawdowns may be withheld if these reports are delinquent, demonstrate a lack of progress, or are insufficient in detail. The final FFR is due within 90 days after the end of the POP. Future awards and fund drawdowns may be withheld if these reports are delinquent, demonstrate lack of progress, or are insufficient in detail.

b. Programmatic Performance Reporting Requirements

1. Report Procedure and Contents

Programmatic performance reports are submitted through ND Grants and emailed to the assigned Program Analyst. The reports shall include:

- Narrative description of activities during the reporting period including
 - Issues or challenges identified
 - An assessment of whether the project is on track to meet its timeline and outcome goals.
- A version of the recipients approved Implementation and Measurement Plan (IMP) with the progress reporting field completed for the covered reporting period. Each approved IMP will include the required performance measures identified in paragraph b. for each project type in Appendix B.
- Detailed data on project outputs in a format to be prescribed by OTVTP.

2. Programmatic Reporting Frequency

Programmatic reports are due on a quarterly basis (please see above chart indicating reporting periods and due dates). For the programmatic report due for the last quarter before the end of the POP, the recipient must include a qualitative narrative summary detailing all accomplishments of the grant to date; the impact of those accomplishments; and underlying data to support the narrative. OTVTP will review the report for sufficiency and provide any necessary feedback for what needs to be submitted in the final programmatic report after the POP ends, which shall be submitted within **90 days after** the end of the period of performance as described below and per 2 C.F.R. § 200.343(a).

c. Closeout Reporting Requirements

Within 90 days after the end of the period of performance, or after an amendment has been issued to close out a grant, recipients must submit the following:

- 1) The final request for payment, if applicable;
- 2) The final FFR (SF-425);
- 3) The final progress report detailing all accomplishments;
- 4) A qualitative narrative summary of the impact of those accomplishments throughout the period of performance and underlying data to support the narrative; and
- 5) Other documents required by this NOFO, terms and conditions of the award, or other OTVTP guidance.

After these reports have been reviewed and approved by OTVTP and FEMA, a closeout notice will be completed to close out the grant. The notice will indicate the period of performance as closed, list any remaining funds that will be deobligated, and address the requirement of maintaining the grant records for three years from the date of the final FFR. The record retention period may be longer, such as due to an audit or litigation, for equipment or real property used beyond the period of performance, or due to other circumstances outlined in 2 C.F.R. § 200.333.

In addition, any recipient that issues subawards to any subrecipient is responsible for closing out those subawards as described in 2 C.F.R. § 200.343. Recipients acting as pass-through entities must ensure that they complete the closeout of their subawards in time to submit all necessary documentation and information to OTVTP and FEMA during the closeout of their prime grant award.

The recipient is responsible for returning any funds that have been drawn down but remain as unliquidated on recipient financial records.

d. Administrative Closeout

Administrative closeout is a mechanism for DHS to unilaterally move forward with closeout of an award using available award information in lieu of final reports from the recipient. It is a last resort available to DHS, and if DHS needs to administratively close an award, this may negatively impact a recipient's ability to obtain future funding. This mechanism can also require DHS to make cash or cost adjustments and ineligible cost determinations based on the information it has, which may result in identifying a debt owed to DHS by the recipient.

DHS may use the administrative closeout process when a recipient is not responsive to DHS's reasonable efforts to collect required reports needed to complete the standard closeout process. DHS will make at least three written attempts to collect required reports before initiating administrative closeout.

If DHS administratively closes an award where no final FFR has been submitted, DHS uses that administrative closeout date in lieu of the final FFR submission date as the start of the record retention period under 2 C.F.R. § 200.333.

In addition, if an award is administratively closed, DHS may decide to impose remedies for noncompliance per 2 C.F.R. § 200.338, consider this information in reviewing future award applications, or apply special conditions to existing or future awards.

e. Disclosing Information per 2 C.F.R. § 180.335

This reporting requirement pertains to disclosing information related to government-wide suspension and debarment requirements. Before a recipient enters into a grant award with FEMA, the recipient must notify FEMA if it knows if it or any of the recipient's principals under the award fall under one or more of the four criteria listed at 2 C.F.R. § 180.335:

- 1) Are presently excluded or disqualified;
- 2) Have been convicted within the preceding three years of any of the offenses listed in 2 C.F.R. § 180.800(a) or had a civil judgment rendered against it or any of the recipient's principals for one of those offenses within that time period;
- 3) Are presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses listed in 2 C.F.R. § 180.800(a); or

- 4) Have had one or more public transactions (federal, state, or local) terminated within the preceding three years for cause or default.

At any time after accepting the award, if the recipient learns that it or any of its principals falls under one or more of the criteria listed at 2 C.F.R. § 180.335, the recipient must provide immediate written notice to FEMA in accordance with 2 C.F.R. § 180.350.

f. Reporting of Matters Related to Recipient Integrity and Performance

Per 2 C.F.R. Part 200, Appendix I § F.3, the additional post-award reporting requirements in 2 C.F.R. Part 200, Appendix XII may apply to applicants who, if upon becoming recipients, have a total value of currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies that exceeds \$10,000,000 for any period of time during the period of performance of an award under this funding opportunity. Recipients that meet these criteria must maintain current information reported in FAPIIS about civil, criminal, or administrative proceedings described in paragraph 2 of Appendix XII at the reporting frequency described in paragraph 4 of Appendix XII.

g. Single Audit Report

For audits of fiscal years beginning on or after December 26, 2014, recipients that expend \$750,000.00 or more from all federal funding sources during their fiscal year are required to submit an organization-wide financial and compliance audit report, also known as the single audit report.

The audit must be performed in accordance with the requirements of Government and Accountability Office's (GAO) Government Auditing Standards, located at <https://www.gao.gov/yellowbook/overview>, and the requirements of Subpart F of 2 C.F.R. Part 200, located at <http://www.ecfr.gov/cgi-bin/text-idx?node=sp2.1.200.f>.

4. Monitoring

Per 2 C.F.R. § 200.336, OTVTP and FEMA, through its authorized representatives, has the right, at all reasonable times, to make site visits or conduct desk reviews to review project accomplishments and management control systems to review project accomplishments and to provide any required technical assistance. During site visits or desk reviews, OTVTP and FEMA will review recipients' files related to the award. As part of any monitoring and program evaluation activities, recipients must permit OTVTP and FEMA, upon reasonable notice, to review grant-related records and to interview the organization's staff and contractors regarding the program. Recipients must respond in a timely and accurate manner to OTVTP and FEMA requests for information relating to the award.

Effective monitoring and oversight help DHS ensure that recipients use grant funds for their intended purpose(s), verify that projects undertaken are consistent with approved plans, and ensure that recipients make adequate progress towards stated goals and objectives. Additionally, monitoring serves as the primary mechanism to ensure that

recipients comply with applicable laws, rules, regulations, program guidance, and requirements. OTVTP and FEMA regularly monitor all grant programs both financially and programmatically in accordance with federal laws, regulations (including 2 C.F.R. Part 200), program guidance, and the terms and conditions of the award. All monitoring efforts ultimately serve to evaluate progress towards grant goals and proactively target and address issues that may threaten grant success during the period of performance.

OTVTP and FEMA staff will periodically monitor recipients to ensure that administrative processes, policies and procedures, budgets and other related award criteria are meeting Federal Government-wide and DHS regulations. Aside from reviewing quarterly financial and programmatic reports, OTVTP and FEMA may also conduct enhanced monitoring through either desk-based reviews, onsite monitoring visits, or both. Enhanced monitoring will involve the review and analysis of the financial compliance and administrative processes, policies, activities, and other attributes of each federal assistance award, and it will identify areas where the recipient may need technical assistance, corrective actions, or other support.

Recipients and subrecipients who are pass-through entities are responsible for monitoring their subrecipients in a manner consistent with the terms of the federal award at 2 C.F.R. Part 200, including 2 C.F.R. § 200.331. This includes the pass-through entity's responsibility to monitor the activities of the subrecipient as necessary to ensure that the subaward is used for authorized purposes, in compliance with federal statutes, regulations, and the terms and conditions of the subaward; and that subaward performance goals are achieved.

In terms of overall award management, recipient and subrecipient responsibilities include, but are not limited to: accounting of receipts and expenditures, cash management, maintaining adequate financial records, reporting and refunding expenditures disallowed by audits, monitoring if acting as a pass-through entity, or other assessments and reviews, and ensuring overall compliance with the terms and conditions of the award or subaward, as applicable, including the terms of 2 C.F.R. Part 200.

G. DHS Awarding Agency Contact Information

1. Contact and Resource Information

a. Program Office Contact

The DHS OTVTP is the overall programmatic lead for the TVTP Grant Program; for questions related to project design, and other programmatic required elements of the program please contact the office via email at TerrorismPrevention@hq.dhs.gov

b. Centralized Scheduling and Information Desk (CSID)

CSID is a non-emergency comprehensive management and information resource developed by DHS/FEMA for grants stakeholders. CSID provides general information on all DHS/FEMA grant programs and maintains a comprehensive database containing key personnel contact information at the federal, state, and local levels. When necessary, recipients will be directed to a federal point of contact who

can answer specific programmatic questions or concerns. CSID can be reached by phone at (800) 368-6498 or by e-mail at askcsid@fema.dhs.gov, Monday through Friday, 9:00 AM – 5:00 PM ET.

- c. FEMA Grant Programs Directorate (GPD) Grant Operations Division
GPD's Grant Operations Division Business Office provides support regarding financial matters and budgetary technical assistance. Additional guidance and information can be obtained by contacting the FEMA Grant Operations Help Desk via e-mail at ASK-GMD@fema.dhs.gov.

2. Systems Information

- a. Grants.gov
For technical assistance with Grants.gov, call the customer support hotline 24 hours per day, 7 days per week (except Federal holidays) at (800) 518-4726 or e-mail at support@grants.gov.
- b. Non-Disaster (ND) Grants
For technical assistance with the ND Grants system, please contact the ND Grants Helpdesk at ndgrants@fema.gov or (800) 865-4076, Monday through Friday, 9:00 AM – 5:00 PM ET.
- c. Payment and Reporting System (PARS)
DHS/FEMA uses the [Payment and Reporting System \(PARS\)](#) for financial reporting, invoicing, and tracking payments. DHS/FEMA uses the Direct Deposit/Electronic Funds Transfer (DD/EFT) method of payment to recipients. To enroll in the DD/EFT, recipients must complete a Standard Form 119A, Direct Deposit Form.

H. Additional Information

1. Period of Performance Extensions

Extensions to the period of performance under this program are allowed.

The TVTP Grant Program will consider requests from recipients on a case by case basis for extensions to the period of performance for issues out of the control of the recipient that cause delays significant enough to prohibit achieving project goals. Recipients should communicate issues that could cause a request for an extension. Recipients are expected to request an extension at least 60 days prior to the end of the period of performance unless the issue necessitating the extension arises or becomes known during that period. Recipients should contact the OTVTP Grant Program Manager when first considering requesting an extension. The formal request for an extension will be initiated by the recipient initiating an Amendment in ND Grants. The following reasons will be considered as rationale for an extension:

- Lengthy state, tribal, or local procurement processes;
- Delay in formal approval of award by approving body (e.g., elected body);
- Natural or man-made disasters impacting the region in which activities take place;
- Political transitions during the period of performance;

- Difficulty in attracting participants due to scheduling of the award or planned activities (e.g., school schedule or necessary events that contribute to the project completion planned in part with other entities); or
- Other unforeseeable circumstances.

Each request for an extension to the period of performance shall include a justification including the following elements:

- Description of the specific issue(s) impacting project execution;
- Description on how the issue(s) is out of the control of the recipient;
- Options beside an extension that could be implemented to mitigate the cause for the request;
- Specific length or request sought and the specific benefits of having that amount of time for the extension; and
- Alternative, shorter extension period(s), with analysis of trade-offs for not receiving the full period request.

Approval of an extension is at the discretion of OTVTP and FEMA.

2. Disclosure of Application Materials

When submitting your application, Grant Applicant should identify any copyrighted materials, trade secrets, commercial or financial information, with a suitable notice or legend in the submissions set forth herein. Provided you, the Grant Applicant, provides an adequate notice or legend detailing its confidential nature, DHS will maintain the data in confidence, to the extent permitted by applicable law, and disclose and use only for carrying out DHS' responsibilities under, or otherwise consistent with the terms of, this NOFO, or in compliance with an order by a court, or in defense of DHS (as it sees necessary) during litigation. Further, to ensure adequate protection by DHS, in any communications with DHS, including e-mail correspondence, Grant Applicant agrees to identify any information in such application or communication it considers to be commercial or financial information that the Grant Applicant customarily keeps private or closely-held.

Following the close of the application period, DHS will release a listing of all entities that have applied for a grant pursuant to this NOFO, including the following information: Application Number, Application Track, Project Type, Organization Name, Amount of Funds Requested, City, State, and Organization Type. After final awards are made under this opportunity and awardees have been identified, notified, and publicly released, DHS will release the applications of all awarded grant projects with the exception of Personally Identifiable Information, and information determined to be law enforcement sensitive or proprietary in nature, including financial and commercial information noted above, following consultation with each recipient. DHS plans to withhold unsuccessful applications in full.

If DHS receives a request for any Grant Applicant Data provided to DHS as a result of this NOFO (e.g., Freedom of Information Act), DHS will provide Grant Applicant with prompt written notice, unless it is readily determined by DHS that the information should

not be disclosed or, on the other hand, that the information lawfully has been published or otherwise made available to the public. DHS will afford Grant Applicant a period of at least ten (10) working days in which to object to the disclosure of any specified portion of the information and to state fully all grounds upon disclosure is opposed. DHS will consider all such specified grounds for nondisclosure prior to making an administrative determination of the issue and, in all instances in which the determination is to disclose, provide the submitter with a detailed statement of the reasons for which its disclosure objections are not sustained. DHS will provide Grant Applicant with written notice of any final administrative disclosure determination not less than 10 (ten) working days prior to a specified disclosure date, in order that the matter may be considered for possible judicial intervention. DHS will notify Grant Applicant promptly of all instances in which requesters have brought suit seeking to compel disclosure of Grant Applicant Data.

3. Appendices

- A. Goals, Objectives, and Outcomes**
- B. Application Tracks and Project Types**
- C. Contents and Format of Project Narrative**
- D. Research and Resources**
- E. Budget Template**

Appendix A Goals, Objectives, and Outcomes

On September 20, 2019, DHS released its first [Strategic Framework for Countering Terrorism and Targeted Violence](#) (CTTV). The Framework's third goal, titled "Prevent Terrorism and Targeted Violence," outlines the Department's approach to the prevention of targeted violence and terrorism, which centers on the establishment and expansion of locally-based prevention capabilities. Goal 3 of the CTTV explicitly calls out DHS grant funding as a mechanism to accomplish the goal.

The primary goal of this grant program, therefore, is to establish and enhance locally-based prevention frameworks and programs. In doing so, this grant program directly supports the implementation of Goal 3. The following grant-related objectives, outcomes, and outcome indicators align with the objectives found in Goal 3 of the CTTV.

Goal of the TVTP Grant Program: Establish and enhance local capacity to prevent terrorism and targeted violence.

Objective 1: Strengthen societal resistance against the drivers of violent extremism and ensure broad awareness of the threat of targeted violence and terrorism.

Outcome: Increase societal awareness of violent extremism and mobilization to violence.

Outcome: Increase individual resilience to make populations less susceptible to risks of violent extremism.

Objective 2: Counter terrorists and violent extremists' influence online.

Subobjective 1: Increase media literacy and online critical thinking initiatives.

Outcome: Increased skills in identifying and avoiding narratives related to recruitment and mobilization to violence.

Subobjective 2: Increase engagement with individuals online with risk-factors for targeted violence and terrorism.

Outcome: Directly resolve risk factors with individuals engaged online.

Outcome: Referring and connecting individuals with risk factors to online or offline intervention capability.

Subobjective 3: Increase resilience to narratives on recruitment and mobilization to violence.

Outcome: Referring and connecting individuals with risk factors to online or offline intervention capability.

Subobjective 3: Increase resilience to narratives on recruitment and mobilization to violence.

Outcome: Increased digital awareness-raising campaigns for conflict resolution and/or reduction of inter-group tensions with evidence of user engagement.

Outcome: Increased digital awareness-raising campaigns promoting social capital, sense of belonging, and feeling of security with evidence of user engagement.

Subobjective 4: Increase narratives challenging recruitment/mobilization narratives.

Outcome: Increased digital awareness-raising campaigns challenging terrorism and violent extremism with evidence of user engagement

Objective 3: Develop local prevention frameworks that enhance the ability of state, local, tribal, and territorial (SLTT) partners to identify and respond to individuals at risk of mobilizing to violence.

Outcome: More jurisdictions/regions adopt comprehensive prevention frameworks to govern their prevention activities.

Outcome: Increased access to threat assessment and management services.

Outcome: More communities have programming to enhance resilience to violent and violent extremist narratives.

Objective 4: Develop and implement recidivism reduction programming to address individuals convicted of crimes related to terrorism and targeted violence or who become at-risk for terrorism and targeted violence while in correctional facilities.

Outcome: State and local correctional facilities establish programs to provide services and resources to inmates and returning citizens with a conviction for a targeted violence or terrorism related offense.

Outcome: State and local correctional facilities develop mechanisms to assess risk of targeted violence or terrorism in their populations.

Outcome: State and local correctional facilities address drivers of radicalization in their facilities.

Outcome: State and local probation and parole authorities establish programs to provide resources with individuals with a conviction for a targeted violence or terrorism related offense or who are at-risk to commit targeted violence or terrorism.

Appendix B Application Tracks and Project Types

Project Descriptions

DHS seeks to fund projects from this announcement from three application tracks/project types: Local Prevention Framework, Replication, and Innovation. Each entity seeking funds under this announcement should indicate clearly which one (1) track/project type they are applying to and adhere to the requirements and other guidance provided in each project description. Applicants proposing to conduct multiple projects should submit separate applications for each track/project type. Applicants interested in implementing multiple Replication Track projects in the same region should submit one application in the Local Prevention Framework Track instead of multiple applications in the Replication Track.

Several project types involve training and other awareness raising activities. Please refer to the Priorities listed in Section A.9. “Program Overview, Objectives, and Priorities” when considering an application involving training; for example, efforts that raise awareness of the threat of targeted violence and terrorism will be more competitive if they drive referrals to an intervention or threat management program. The program design included in the application should indicate a feasible sequencing of activities if applying to establish an intervention or threat management program and then drive awareness of it to appropriate audiences.

Each project contains a target funding level; this is neither a maximum nor a minimum. Applicants are encouraged to build a budget that best reflects the lowest cost to accomplish their project, considering among other things the size of their proposed audience, local cost of living, prevailing wages, or costs of procuring necessary services. The needs assessment described in Appendix C should identify if there are resources in other programs that can be leveraged to lower the cost to the federal award. While all projects should contain a clear estimation of the size of their audience and other factors impacting their budgets, proposed projects that request an award amount that deviates more than 50% from the target award amount listed must include a clear justification for the deviation in the budget narrative submitted with their application.

All projects require the recipient to gather and report to DHS on specific performance measures, or in some cases identify performance measures that align with the goal, objectives, and outcomes in Appendix A. Upon award, DHS will provide additional guidance to grantees clarifying expectations around performance measures, and grantees by virtue of applying, agree to meet DHS’ expectations for data collection. Applicants should refer to Section F “Privacy of Project Participants” and “Protection of Human Subjects in Research” when designing their data collection methods; adherence to these provisions helps ensure that project participants are properly protected in accordance with federal laws and regulations and any applicable state, tribal, or local laws.

Local Prevention Framework Track

- a. **Project Type Description:** DHS seeks applicants to propose the formation of an integrated local prevention framework. Such a framework should provide a comprehensive approach to identifying, assessing, and addressing radicalization and mobilization to terrorism and targeted violence in their area. It is anticipated that in applying for funding, applicants will have some related capabilities in place (e.g., a training program or a threat assessment and mitigation unit) and will utilize the funding from this grant program to fill programmatic gaps. Eligible entities shall design their framework by selecting multiple projects from the Replication Track to implement and include other necessary activities to create an integrated prevention program.

Successful applicants will describe how the various activities included in their funding request will support a comprehensive approach that is in alignment with the Strategic Framework for Countering Terrorism and Targeted Violence. Entities that require participation of other organizations will include sufficient evidence that there is support for such work through letters of support, letters of intent, or memoranda of understanding.

- a. **Required Performance Measures:**
 - i. Qualitative assessment of performance of participating partners.
 - ii. All required performance measures for the Replication Track projects that are incorporated in the local prevention framework being proposed.

Optional Performance Measures:

- iii. Optional performance measures from incorporated Replication Track projects.
 - iv. Measurable outcomes from critical project elements that are not covered by Replication Track projects.
- b. **Anticipated Award Range:** \$100,000 to \$750,000. The requested amount should be broken down by the Replication Track projects included in your application. The budget narratives should take into account the guidance on the target award amounts of the included projects and include well supported costs associated with operating other activities proposed. Please provide an assessment of the severability of the proposed projects and rank order the projects by priority in the event there is not sufficient funding to fund the entire proposal.

Replication Track

Eligible entities may request funding to replicate the following existing models of prevention projects. Each of these project types can assist state, tribal, and local partners as well as nonprofits and institutions of higher education, to build up basic prevention capabilities in their

communities or to fill a specific gap in their capabilities. These projects are organized by program objectives.

Objective 1: Strengthen societal resistance against the drivers of violent extremism and ensure broad awareness of the threat of targeted violence and terrorism.

1. Training and Awareness Raising

a. Eligible entities may apply for funding to raise awareness or establish training for community members, law enforcement, service providers, and other audiences. Training shall enhance identification of individuals mobilizing or radicalizing to violence. DHS has an existing training curriculum available for the public and law enforcement (this curriculum, the Law Enforcement Awareness Briefing (LAB), is a *train-the-trainer* model). Existing DHS awareness briefings can be customized for local needs. Applicants are encouraged to propose projects that scale delivery to regional or national levels.

b. Required Performance Measures

- i. Number of training sessions conducted and number of participants, described by aggregated demographic information.
- ii. Evidence indicating whether awareness has been raised (e.g., survey (including pre- and post-briefing), focus group, post briefing test, online completion rates).

Optional Performance Measures

- iii. Follow-on survey for training knowledge improvement and feedback as applied in the field.

c. Target Award Amount: \$150,000

2. Civic Engagement

a. Eligible entities may apply for funding to build or enhance programs that encourage community engagement, education, and resilience against mobilization or radicalization to violence. The application should describe how the intended activities will address early-stage radicalization to violence through coordination and engagement activities that reduce community vulnerability to associated risk factors or enhance protective factors.

Applications should describe how intended outcomes seek to increase community resilience to mobilization or radicalization to violence through the understanding of threat prevention, improved social cohesion, reduced inter-group tensions, or reduced youth vulnerability.

b. Required Performance Measures

- i. Number of community engagement events and number of participants at each event with described aggregate demographic information).
 - ii. Evidence indicating whether protective factors have increased and/or risk factors have decreased (e.g., survey (including pre- and post-engagement), focus group, etc.).
 - c. Target Award Amount: \$50,000
- 3. Youth Resilience Programs
 - a. Eligible entities are invited to apply for funding to establish or enhance programming to develop protective factors in youth communities, such as increased social capital, sense of belonging, and feeling of security. Applications should address the development and implementation of programs that target the reduction of risk factors to violence, including leadership, mentorship, employment skill building, or civic engagement.
 - b. Required Performance Measures
 - i. Number of participants by engagements or session.
 - ii. Anonymous, observable evidence of skill attainment
 - Optional Performance Measures
 - iii. Pre-post surveys measuring skill development.
 - iv. Follow-up surveys to measure attitudes towards community integration and social capital.
 - c. Target Award Amount: \$75,000

Objective 2: Counter terrorists and violent extremists’ influence online.

- 4. Media Literacy/Online Critical Thinking
 - a. Eligible entities may apply to develop and deliver media literacy/online critical thinking education as part of standalone classes or integrated into a larger curriculum. Topics covered under the curriculum shall include understanding bias in communication, recognizing and verifying sources of information, and how communications attempt to target or persuade individuals and groups. Applicants should describe the main themes of lesson plans that will be included in the curriculum.

Successful applicants will demonstrate ready access to an appropriate population to teach the curriculum to such as a school, school district, or other entity with access to an appropriate population with a letter of support/intent from a school.
 - b. Required Performance Measures
 - i. Number of students enrolled and number completed

- ii. Aggregated data on results of skills-based tests

Optional Performance Measures

- iii. Aggregated data on results of skills-based test pre- and post-curriculum
- c. Target Award Amount: \$100,000

Objective 3: Develop prevention frameworks with SLTT partners to enhance their ability to identify and respond to individuals at risk of mobilizing to violence.

5. Threat Assessment and Management Team

- a. Eligible entities may apply for funding to develop a threat assessment and management capability. This capability should include training for practitioners, development of protocols for handling referrals, and work with individuals with risk factors for targeted violence and all forms of ideologically motivated violence or terrorism.
- b. Required Performance Measures
 - i. Number of cases opened, broken down by ideology/targeted violence/risk factor
 - ii. Number of referrals for outside services by service type (e.g., mental health, substance abuse, job skills, housing assistance)
 - iii. Anonymized case status data (e.g., active, closed (by type), referred to law enforcement)
 - iv. Anonymized case studies illustrating impact of the threat management
- c. Target Award Amount: \$300,000

6. Bystander Training

- a. Eligible entities are invited to submit applications to conduct Bystander Training in their area. DHS has an existing training curriculum that aims to enhance the ability of individuals to recognize signs of mobilization or radicalization to violence and when safe to do so, take appropriate steps to engage with individuals in their social, family, or professional circles and provide them with assistance, refer them to other resources or services, or refer them to law enforcement if there is a risk of imminent harm. The training curriculum can be provided during the application period upon request, the training has a section that is customizable and minor modifications can be made with prior approval.

Successful applicants will propose their intended audience(s) and how they will engage individuals to participate. The training is appropriate for a general adult audience, and DHS seeks applications that will provide it to a general audience, as well as applications that propose audiences that may have a force-multiplying

factor, such as professionals who engage with populations with risk factors for violence.

b. Required Performance Measures

- iii. Number of people who received training with aggregated demographic information.
- iv. Evidence indicating whether awareness has been raised (e.g. survey (including pre- and post-briefing), focus group, post briefing test, online completion rates).

Optional Performance Measures

- v. Follow-on survey of training participants to determine how they utilized the training.

c. Target Award Amount: \$100,000

7. Hotlines

- a. Eligible entities are invited to apply for funding to establish or enhance a hotline (telephone, text, app, or online chat) service to address crises with callers, assessing whether they have risk factors for targeted violence or terrorism, and providing resources and referrals to individuals seeking help.

Successful applicants will have an implementation plan that describes the methods for training hotline counselors, establishing protocols for referring callers for additional assessment and management resources or to law enforcement if there is an imminent threat of harm, and a description of where individuals will be referred.

b. Required Performance Measures

- i. Number of calls, by type of call
- ii. Number of individuals referred to additional services
- iii. Number of callers referred for threat assessment and management
- iv. Number of calls referred to law enforcement.

Optional Performance Measures

- v. Anonymized, aggregate case information for referrals. Number of cases by:
 - 1. Types of referral
 - 2. Types of violent ideology
 - 3. Status/Disposition

- c. Target Award Amount: \$150,000

Objective 4: Develop and implement recidivism reduction programming to address individuals convicted of crimes related to terrorism and targeted violence or who become at-risk for terrorism and targeted violence while in correctional facilities.

8. Recidivism Reduction and Reintegration

- a. Eligible entities are invited to apply for funding to develop institutional or community-based recidivism reduction and reintegration programs, to reduce risk factors and promote protective factors in individuals re-entering society, following release, and in probation or deferral programs. Applications should describe the risk factors they will examine and how they will select individuals for participation in the programming and the services to be provided (For example, individuals who have previously committed hate crimes). The application should also describe the assessment tools and other methods they will use to measure progress of individuals through the program
- b. Required Performance Measures
 - i. Number of individuals recommended for violence rehabilitation program referrals, number enrolled and number that completed programming
 - ii. Anonymized data on status/disposition of participants according to standardized therapeutic assessments
- c. Target Award Amount: \$200,000

Innovation Track

DHS seeks to continue to spur innovation in prevention by soliciting applications for new project ideas that can enhance prevention capabilities in local communities and further the overall goals of this program. Below are several areas where DHS seeks innovative ideas to promote prevention. Projects in the innovation track are based off a desire to implement projects that show promise but have not been evaluated for program effectiveness or program impacts. This should include approaches not yet implemented in the field or that strive to meet a challenging policy goal. DHS anticipates making no more than \$2,500,000 in awards in the Innovation Track and anticipates making awards in the range of \$300,000.00 to \$750,000.00.

9. Preventing Domestic Terrorism

- a. Eligible entities are invited to propose innovative projects that work exclusively to counter one or more domestic terrorist movements. While DHS generally supports the development of capabilities that counter a wide range of targeted violence and terrorism, DHS believes that more innovation is needed related to domestic terrorism. Successful applications will describe why their approach works specifically with one or more domestic terrorist movements rather than being applied to all forms of terrorism.

- b. Required Performance Measures
 - i. Applications shall recommend performance measures that align to the goals, objectives, and outcomes of the program as outlined in Appendix A. Please identify the specific outcome that each measure aligns to.

10. Preventing Targeted Violence

- a. Eligible entities are invited to propose innovative projects that work to prevent targeted violence that is not clearly associated with an established violent ideology. While DHS generally supports the development of capabilities that counter a wide range of targeted violence and terrorism, DHS believes that more innovation is needed in this area.
- b. Required Performance Measures
 - i. Applications shall recommend performance measures that align to the goals, objectives, and outcomes of the program as outlined in Appendix A. Please identify the specific outcome that each measure aligns to.

11. Sector Engagement

- a. Eligible entities are invited to apply for projects that increase involvement by various sectors in preventing targeted violence and terrorism. DHS is interested in projects that work with the Arts & Entertainment, Gaming, Education, Hospitality, Sports/Athletics, Mental/Behavioral Health, and other sectors where there is a gap in prevention that the sector(s) can help to fill. A particular sector may present existing or emerging risk factors for terrorism and targeted violence or have tools or capabilities for addressing factors outside of the sector. Successful applicants will describe how their organization is positioned to increase their proposed sector(s) engagement in preventing targeted violence and terrorism and provide sufficient documentation to express the risk factors addressed within the sector or by the sector.
- b. Required Performance Measures
 - i. Applications shall specify performance measures that align to the goals, objectives, and outcomes of the program as outlined in Appendix A. Please identify the specific outcome that each measure aligns to.

12. Online to Offline Interventions

- a. Eligible entities are invited to apply to establish an online intervention program that pairs online communication with individuals with risk-factors for targeted violence and terrorism with capabilities to engage with them offline or refer them to in-person resources and services.

Successful applicants will demonstrate their ability to counter the risk factors and/or ideology in individuals associated with terrorism or targeted violence. Applications shall include a description of their proposed standard operating

procedures that will among other things identify how individuals' privacy and First Amendment rights will be protected in the execution of this project.

b. Required Performance Measures

- i. Number of individuals/accounts engaged, disaggregated into ideology/targeted violence/risk factor
- ii. Rate of response to engagement, disaggregated into ideology/targeted violence/risk factor
- iii. Rate of offline referrals accepted, by type of referral
- iv. Anonymized data on status/disposition of intervention counseling

Appendix C Contents and Format of Project Narrative

Applications must include a detailed narrative about the project being proposed. The Project Narrative is submitted as a single attachment to the application in ND Grants. It serves as the primary document that DHS reviews and scores. There is no government form for this document.

The Project Narrative consists of a **cover page**, **body**, and **appendices**. The page limits for the body are based on which track the application is being submitted to:

Replication Track	5 pages
Local Prevention Framework Track	10 pages
Innovation Track	15 pages

The **cover page** must clearly show:

- The name of the entity applying
- The primary location (city/county and state/D.C./territory) of the applicant and the location(s) of activities (if different)
- The name of the application track
- The name of the project type (or types if applying in Local Prevention Framework Track)
- The amount of funds requested
- **Project abstract, approximately 200 words, suitable for public release, describing the core elements of the proposed project**

The **body** of the Project Narrative shall include the following numbered sections (please use the same numbers in the submitted narrative):

1. Needs Assessment

A needs assessment is a systematic approach used to identify capacity and gaps between current conditions and desired outcomes. A needs assessment helps to clarify and improve program design and implementation by helping applicants focus on how their proposal will help their community. While there are multiple ways to undertake a needs assessment, specific information that must be included in a proposal for funding are:

- The target population for services (the group of individuals that are expected to use the proposed program)
- The estimated number of people in that target population
- An inventory of other programs that currently serve the target population

A needs assessment should be able to identify other services that are available to the target population including how they are similar/different to the proposed project. If this proposal is to expand capacity of an already existing program, please note that here.

2. Program Design

Please describe how the proposed program is designed. This design should include the following specific information:

- *A problem statement:* This is a clear description of the issue, challenge, or need the program seeks to address and serves as the program focus based on the FY2020

Targeted Violence and Terrorism Prevention Grant Program objectives outlined in Appendix A of this announcement.

- *Program goals and objectives:*
 - Goals: Visionary long-term statements that are not resource dependent but should explain how this program supports the Department of Homeland Security’s Strategic Framework for Countering Terrorism and Targeted Violence
 - Objectives: Specific, measurable, achievable, relevant, and time-bound (SMART). Objectives are statements of the conditions the program is expected to achieve within the timeframe of the grant and using the resources provided.
- *Logic model:* A logic model is a tool to systematically document – and visually represent – program investments, activities, desired results, and the relationship between them. The creation of the logic model is a critical step for both program design and performance management. This is the model that states how – and why – the program will work to achieve objectives and goals. A logic model will visually demonstrate how inputs lead to activities, which lead to outputs, which lead to short-term outcomes, and finally result in long-term outcomes. Logic models must include the following:
 - *A theory of change:* a brief statement that ties the logic model together by summarizing why, based on evidence and consideration of other possible programs, the changes described in the logic model are expected to occur. These are often written as “if/then” statements that link existing conditions to desired changes. If there is previous research/evidence to support the theory of change, it should be included here.
 - *Short- and Long-term outcomes:*
 - *Short-term Outcomes:* Short-term outcomes describe the immediate effects of the program (such as raising awareness, increased knowledge, changed attitude, changed behavior, etc.). Short-term outcomes are typically linked to program objectives. Applicants that include the optional performance measures will receive additional points.
 - *Long-term Outcomes:* Long-term outcomes refer to the desired end-state (ultimate results) of the program – the program goals.
 - Outputs: The direct, tangible results of program activities. They are (often) easy to count (e.g., the number of people trained, the number of briefings held, etc.).
 - Activities: The actions/events undertaken by the program to produce a desired outcome. Activities often have a clear link to the problem statement.
 - Inputs: The resources invested to start and maintain program implementation. These include financial resources, time, personnel, materials, supplies, etc. Inputs affect the scope of the program, the number of activities, and what outputs and outcomes are achievable.

- Contextual factors and underlying assumptions: What conditions, stakeholders, funding, or other factors are inherent to the program design and execution and may or may not influence program success. How are these factors being accounted for in the design and how the program may be evaluated?
3. **Organization and Key Personnel**
Describe your organization and the key personnel who will be working on the project. Include details on how the expertise of the key personnel will be used to carry out the project. If necessary include position descriptions when the personnel have not yet been hired. Changes in key personnel are permissible, but need to be communicated to OTVTP, if it is anticipated key personnel will depart prior to the period of performance commencing, only include information about the position and qualifications for the position. Resumes/CVs for key personnel should be included as attachments.
 4. **Sustainability**
Please include a discussion of how the capabilities of your proposed project will be sustained following the period of performance.
 5. **Budget Detail and Narrative**
The applicant must present a budget that identifies and explains all direct and indirect costs. These costs and all other expenses must be presented in a table format following the template in Appendix E. The budget portion of the application narrative should be a combination of a narrative and completed table.

Appendices

A. Completed Implementation and Measurement Plan (IMP) Template

The completed [IMP Template](#) must include the required performance measures indicated for each project type. The IMP will allow recipients to:

- Plan your project by outlining the activities to be accomplished, timeframes, and resources needed (personnel, equipment, meeting space, et.al.), and how project results will be sustained.
- Manage implementation of your project by enabling you to track implementation against expectations.
- Report quarterly on your progress in implementing the project.
- Assess outcomes by identifying the indicators and data you will use to assess level and type of outcomes achieved, the data collection methods to be used, and timeframes for collecting outcome-level evaluation data, noting that some indicators may require collection of baseline data at the start of the project for comparison.

B. Resumes/CVs of Key Personnel

Include resumes/CVs of Key personnel, including but not limited to anyone engaged in training, engaging with project audiences/participants, conducting threat assessments, or managing the project.

C. Documentation of Commitment/Support

Please include letters of commitment or support (or other documentation such as Memorandum of Understanding/Agreement) of any outside entities or senior officials of

agencies or jurisdictions described in your application that are critical to the success of the project.

D. Letters of Recommendation (Optional)

Applicants may attach up to three letters of recommendation from subject matter experts in the field of targeted violence or terrorism prevention or key stakeholders in the planned area of performance which recommend their application to DHS.

Formatting Requirement:

- Must use Adobe Portable Document Format (PDF)
- Spacing: 1.0
- Typeface: Times New Roman 12 pt. font (exceptions for citations and tables)
- Margins: 1 inch
- Indentation/Tabs: Applicant's discretion
- Page Orientation: portrait; exception: landscape may be used for tables and IMP
- Citations (in-text, endnote/footnote): Allowed. Typeface allowed for citations: Times New Roman, 10, 11, or 12 pt. font sizes
- Graphics such as pictures, models, charts, and graphs will be accepted (within the page limits) but are not required.
- Primary font color will be black; however, other colors may be used for emphasis as appropriate.
- Bold or italicized font may be used.
- Table format is acceptable where appropriate (e.g. logic model, timelines) but not mandatory (exception: the budget section must follow the table template provided in Appendix E of this notice).

Appendix D Research and Other Resources

The FY2020 Targeted Violence and Terrorism Prevention Grant Program has based its program objectives on The Department of Homeland Security's *Strategic Framework for Countering Terrorism and Targeted Violence*. Applicants are strongly encouraged to build their applications in line with the goals and objectives of this document as well as other evidence.

See: https://www.dhs.gov/sites/default/files/publications/19_0920_plcy_strategic-framework-countering-terrorism-targeted-violence.pdf

Additional resources that may be useful for applicants are provided below to assist applicants in developing and constructing their grant applications. Applicants may consider using other resources that do not appear in this list as well.

The Department of Homeland Security's Office for Targeted Violence and Terrorism Prevention maintains a webpage with information and resources for applicants as well as a page on the last cycle of terrorism prevention grants. On these pages, applicants can find information helpful to complete their application and information about the previous cycle of grants including previous recipients, a preliminary performance report, quarterly reports, and a conceptual framework of the grants program.

See FY2020 Targeted Violence and Terrorism Prevention Grant Program:
<https://www.dhs.gov/tvtpgrants>

See FY2016 Countering Violent Extremism Grant Program:
<https://www.dhs.gov/cvegrants>

The Rand Corporation developed the *Evaluation Toolkit for Countering Violent Extremism* that helps program managers focus on core program components, the logic model that visually displays the program and the theory of change and identify ways to assess progress. This toolkit was sponsored by the Department of Homeland Security's Office of Community Partnerships – the current Office of Targeted Violence and Terrorism Prevention. While focused on violent extremism, it is also useful for programs focused on preventing targeted violence.

See:
https://www.rand.org/content/dam/rand/pubs/tools/TL200/TL243/RAND_TL243.pdf

The U.S. Institute for Peace (USIP) works internationally on preventing/countering violent extremism (P/CVE). While international programs pose their own, unique challenges, USIP has produced several products on some of the difficulty in assessing terrorism prevention programs.

See: Measuring Up: Monitoring and Evaluating P/CVE Programs
<https://www.usip.org/publications/2018/09/measuring-monitoring-and-evaluating-pcve-programs>

See: Taking Stock: Analytic Tools for Understanding and Designing P/CVE Programs
<https://www.usip.org/publications/2018/09/taking-stock-analytic-tools-understanding-and-designing-pcve-programs>

Research Resources:

The Rand Corporation produced an exhaustive study of terrorism prevention in the United States that validated the Department's approach to terrorism prevention. This report conducts an analysis of prior and ongoing terrorism prevention activities and makes recommendations for future efforts and approaches.

See: https://www.rand.org/pubs/research_reports/RR2647.html

The Department of Justice's National Institutes of Justice has funded work multiple research efforts related to terrorism. Of particular note is *Risk Factors and Indicators Associated with Radicalization to Terrorism in the United States: What Research Sponsored by the National Institute of Justice Tells Us* - a meta-analysis of previous research on terrorism. In addition, the National Institute of Justice has run a Domestic Radicalization to Terrorism program that has funded multiple project since its inception in 2012. Project descriptions as well as links to articles produced from that research are available on their website.

See: <http://www.nij.gov/topics/crime/terrorism/pages/domestic-radicalization.aspx>
(General webpage with links to articles)

See: <https://www.ncjrs.gov/pdffiles1/nij/251789.pdf> ("Risk Factors and Indicators Associated with Radicalization to Terrorism in the United States")

See: <https://nij.ojp.gov/topics/articles/research-domestic-radicalization-and-terrorism>
(NIJ project descriptions and links to articles)

The National Consortium for the Study of Terrorism and Responses to Terrorism (START) the University of Maryland maintains catalogs of their ongoing and completed research with access to published research which includes many CVE and related research projects.

See: <https://www.start.umd.edu/research>.

The U.S. Secret Service's National Threat Assessment Center (NTAC) provides guidance and training on threat assessment and training. NTAC has become a leading expert on research and investigations on school shootings as well as other types of targeted violence.

See: <https://www.secretservice.gov/protection/ntac/>

The Centers for Disease Control's (CDC) Division of Violence Prevention focuses research on early prevention of violence within a public health model. The CDC also maintains current research on the efficacy of violent prevention programs on their webpage.

See: <https://www.cdc.gov/violenceprevention/publichealthissue/index.html>

The Department of Homeland Security's Science and Technology Directorate (S&T) maintains a webpage on terrorism prevention that includes research products, fact sheets, and evaluations of efforts. S&T works collaboratively with the Office for Targeted Violence and Terrorism Prevention.

See: <https://www.dhs.gov/science-and-technology/terrorism-prevention>

Appendix E
Budget Worksheet

Budget Category	Federal Request
Personnel	\$0
Fringe Benefits	\$0
Travel	\$0
Supplies	\$0
Contractual	\$0
Other	\$0
<i>Total Direct Costs</i>	\$0
Indirect Costs	\$0
TOTAL PROJECT COSTS	\$0