

Notice of Funding Opportunity

Youth Mental Health Training for Law Enforcement Officers

Application due: April 10, 2023

Issued By

The Nevada Department of Education
Office for a Safe and Respectful Learning Environment

Funding Period:	Upon execution – September 30, 2024
Funds Available:	\$250,000
Source of Funding:	ARP ESSER

Questions related to this funding should be addressed to:

Laura Hutchinson
Office for a Safe and Respectful Learning Environment
lhutchinson@doe.nv.gov
775-687-9188

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Part I – Application Requirements and Guidelines

A. Introduction and Background

Law enforcement agencies (LEA), schools, and communities are seeking effective ways to support Nevada’s youth in times of crisis. Although we do not often think about law enforcement officers in relation to youth mental health, they play a critical role in responding to calls for service for suicide reports and/or conducting welfare checks when it is suspected that a young person/adolescent might be in imminent danger. ESSER III funds have been secured to fund any youth mental health training for law enforcement officers and/or the overtime used to participate in youth mental health training.

Eligible Applicants

This request for new funding application is open to all Nevada public school districts and charter schools, law enforcement agencies and community partners.

Goals and Priorities

This request for funding must be used for one of the following activities:

- Enrollment in youth mental health training programs for sworn law enforcement officers.
- Community sponsored youth mental health training programs intended for law enforcement officers as the primary audience.
- Overtime costs associated with the officers attending the training or participating in afterhours training either in person or asynchronous delivery method.

Funding Information

Available Funds

The available funding is \$250,000 provided by ESSER III federal funds across fiscal years 22-24. **Applications submitted for funding should be less than \$10,000.00**

Duration of Subgrants

Awards from this application will begin upon execution of subgrant – **September 30, 2024.**

Use of Funds and Unauthorized Activities/Expenses

Please see the Budget Instructions in Section I B for more information regarding acceptable uses of funds as well as unauthorized activities and expenses for each program within this application for youth mental health training for law enforcement personnel. **Please note that all purchases, registration fees and/or overtime expenses must be purchased no later than September 30, 2024.**

Each entity (school district/charter school/law enforcement agency/community agency) will submit **ONE** application for funding to be used for overtime and/or training for law enforcement in the area of youth mental health.

Participation and Evaluation

Participation

As identified in the grant assurances, schools/districts/agencies accepting youth mental health training funding, in accordance with applicable Federal and State statutes, regulations, programs, plans, and applications, agree to administer the programs in compliance with all provision of such statutes, regulations, applications, policies and amendments.

Evaluation

Any funding awarded for youth mental health training will be awarded on a competitive basis. The total point

possible per application for funding is 100. Scores will be assigned according to the maximum allowable points indicated on each element of the application.

Technical Assistance and Support

If you have general questions about this competitive grant application process, please contact the following:

Technical Assistance

Name	Email
Program Support – Laura Hutchinson	lhutchinson@doe.nv.gov
Grant Technical Assistance	grantsinfo@doe.nv.gov
ePage Technical Assistance	grantsinfo@doe.nv.gov
Pre-Award Assessment Technical Assistance	sidcompliance@doe.nv.gov

The Nevada Department of Education (NDE) is committed to supporting subrecipients. We are available to provide personalized consultation and technical assistance regarding this competitive grant application process and grants management. All application materials and guidance documents can be found on the Department’s website under the [Grants tab](#). The Office for a Safe and Respectful Learning Environment will provide ongoing collaborative support to subgrantees as needed.

Review Process

Submission of Application

Applications must be completed thoroughly and accurately in order to be considered for review (please review the NOFO Checklist). Succinctness and clarity of information is encouraged in all narrative portions of the application. Additionally, approved expenses must fall within the constraints described in this NOFO and all supporting documents, including the Budget Instructions found in Section I B and related attachments.

Review of Application

NDE staff will review and score the applications as submitted on a rolling basis in alignment with the rubrics provided in Section II C. Review will be simultaneous between programmatic and financial staff. Once all applications have been provided a score, the identified Review Team will assess the application scores and determine awards and allocations.

Proposed Timeline

The proposed timeline should adhere to the Master Grant Timeline and align with the GMU Grant Timeline

The proposed timeline for the application period, review of applications, creation of the subaward agreement, and the funding period is available below:

Date	Activity
January 30, 2023	Applications made available to applicants
April 10, 2023	Applications Due
April 10-28, 2023	Applications Reviewed
May 4, 2023	Awardees Notified of Allocations
September 30, 2024	All Funds Expended; End of Funding Period

November 30, 2024 Final Financial Report Due

Please note that dates are subject to change.

B. Overview of Application Requirements

Applicant Information

Applicant Information for the applying entity will be required for identification and compliance purposes, including up-to-date contacts for the organization. Please provide detailed contact information with your submission along with the Pre-Award Assessment.

Narrative

Each applicant may only submit ONE application. All questions in each portion of the application must be addressed completely. Unsolicited attachments will not be reviewed. NDE reserves the right to require awardees to amend any and all applications before subgrant funding is awarded. Listed for each question are the maximum points based on the evaluation criteria. For information on scoring please see the rubrics below.

Budget

Applicants must use the Budget Expenditure Summary and Narrative form. The Budget Expenditure Summary and Narrative should be completed in accordance with the guidelines established in the [NDE Chart of Accounts](#). You must provide a thorough explanation in the narrative of the budget of how the amount being requested has been calculated for each expenditure listed in your budget. Be sure to provide a thorough explanation as to which month(s) the proposed program or training will occur in your narrative description. Be sure to include **all** relevant information, such as the names of programs/curricula with a list of any costs as well as products/deliverables that those costs include, names of vendors (if known), vendor estimates if available, or estimated costs with calculations or rates used to estimate those costs.

All expenditures should be aligned to the implementation plan and should also be reasonable, necessary, and allowable to support the implementation of the grant requirements and application. Provide a strong, clear, and concise explanation of expenditures with a complete narrative that provides details for the proposed spending so that NDE has a sufficient understanding of the request (e.g., 25 teachers will receive professional development for one full day four times throughout the year, once every quarter, by X organization focused on standards-based instruction). All proposed spending indicated in the plan are included and identified by correct object codes, all line item totals balance with total funding request.

Pre-Award Assessment

NDE is required to conduct the Pre-Award Assessment for each subrecipient prior to the approval of a subaward agreement, and the assessment score must be an evaluative factor for all competitive applications. The Pre-Award Assessment guides annual subrecipient monitoring and is required under 2 CFR 200.332. This assessment must be completed for compliance purposes, however, provided you are eligible to receive funds, your score will not impact your eligibility to receive grant funds.

Certifications, Assurances

Assurances serve as the legal contract between the subrecipient and NDE. Please review the assurances thoroughly to ensure that you are able to comply with all terms. Please sign and complete the assurances and certifications once you have completed your review.

Part II – Application

A. Contact Information
ARP ESSER Youth Mental Health Training for Law Enforcement Officers

This form must be submitted to Laura Hutchinson at lhutchinson@doe.nv.gov at the Department of Education. Only ONE needs to be submitted per entity. The contact information your entity provides should be of the individual who will manage the grant funding, should your entity be awarded funding.

Entity’s Legal Name	Click or tap here to enter text.
Employer Identification Number <i>(tax number)</i>	Click or tap here to enter text.
Unique Entity Identifier <i>(found on SAM.gov)</i>	Click or tap here to enter text.
Nevada Vendor Identification Number	Click or tap here to enter text.
CAGE Number <i>(found on SAM.gov)</i>	Click or tap here to enter text.
Category that best describes your entity	<input type="checkbox"/> Local Education Agency <input type="checkbox"/> Law Enforcement Agency <input type="checkbox"/> Community Organization
Description of Entity	Click or tap here to enter text.

Contact Person	Click or tap here to enter text.
Title/Role	Click or tap here to enter text.
Email	Click or tap here to enter text.
Phone Number	Click or tap here to enter text.
Address	Click or tap here to enter text.

<i>Please select the priority you are applying for and the amount of funding your organization is applying for – all applications must be less than \$10,000.00</i>	
Enrollment in youth mental health training programs for sworn law enforcement officers.	Click or tap here to enter text.
Community sponsored youth mental health training programs intended for law enforcement officers as the primary audience.	Click or tap here to enter text.
Overtime costs associated with the officers attending the training or participating in afterhours training either in person or asynchronous delivery method.	Click or tap here to enter text.

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Person Completing Form	Click or tap here to enter text.
Title	Click or tap here to enter text.
Date	Click or tap here to enter text.
Signature	

B. Narrative Application

Each applicant may only submit ONE application. All questions in each portion of the application must be addressed completely. Unsolicited attachments will not be reviewed. NDE reserves the right to require awardees to amend all applications before subgrant funding is awarded. Listed for each question are the maximum points based on the evaluation criteria. For information on scoring please see the rubrics in Section C.

Please provide a brief narrative for each question below.

1. Please list name(s) of proposed curriculums, programs, or trainings. Is the program or training evidence based? (10 points)

Click or tap here to enter text.

2. Describe the proposed program or training and the methods utilized to train law enforcement officers on youth mental health. (25 points)

Click or tap here to enter text.

3. What does your organization hope to accomplish by implementing the proposed program or training? (25 points)

Click or tap here to enter text.

4. How will your organization measure the effectiveness of the proposed program or training? (25 points)

Click or tap here to enter text.

5. Please provide the budget summary and narrative for the requested funding. Please note that the (Attached) budget template is required as part of this response. (5 points)

Click or tap here to enter text.

6. For schools/districts only:

Please indicate if your emergency operations plan was submitted to the Division of Emergency management by the July 1 deadline (5 points)

Click or tap here to enter text.

7. Please complete the Pre-Award Assessment (Attached) (5 points)

Click or tap here to enter text.

C. Pre-Award Assessment

NDE is required to conduct the Pre-Award Assessment for each subrecipient prior to the approval of a subaward agreement, and the assessment score must be an evaluative factor for all competitive applications. The Pre-Award Assessment guides annual subrecipient monitoring and is required under 2 CFR 200.332. The requested ledger of expenditures is a ledger showing your current budget accounts/expenditures illustrating that costs may be segregated by program/budget; this may be a representative sample (e.g., for larger organizations, one month). If there are elements that you do not have, you may select “N/A”. Please reach out to sidcompliance@doe.nv.gov with any questions.

Entity’s Legal Name	Click or tap here to enter text.
Unique Entity Identifier	Click or tap here to enter text.
Nevada Vendor Identification Number	Click or tap here to enter text.
CAGE Number	Click or tap here to enter text.

Document Requests			
<i>Please submit up-to-date copies of the following documents as applicable to your organization. If you do not have any of the below documents, please mark it accordingly and attach a brief written response related to its absence.</i>			
Internal Controls	<input type="checkbox"/> Attached	<input type="checkbox"/> No applicable document	<input type="checkbox"/> Already Submitted for FY23
Financial Management Policies	<input type="checkbox"/> Attached	<input type="checkbox"/> No applicable document	<input type="checkbox"/> Already Submitted for FY23
Conflict of Interest Policy	<input type="checkbox"/> Attached	<input type="checkbox"/> No applicable document	<input type="checkbox"/> Already Submitted for FY23
Civil Rights Policy	<input type="checkbox"/> Attached	<input type="checkbox"/> No applicable document	<input type="checkbox"/> Already Submitted for FY23
Student Privacy Policy	<input type="checkbox"/> Attached	<input type="checkbox"/> No applicable document	<input type="checkbox"/> Already Submitted for FY23
Ledger of Expenditures	<input type="checkbox"/> Attached	<input type="checkbox"/> No applicable document	<input type="checkbox"/> Already Submitted for FY23

Does your organization have a time and effort accounting system in place? *May state N/A if previously submitted for FY23.*
 Click or tap here to enter text.

What accounting system does your organization use? *May state N/A if previously submitted for FY23.*
 Click or tap here to enter text.

Does your organization have previous experience managing similar grants? *Please provide an example/describe in 3-4 sentences.*
 Click or tap here to enter text.

Please list any relevant licenses or accreditations that your organization may have relative to the grant and indicate if they are in good standing.

Click or tap here to enter text.

Does your organization have adequate financial staffing and experience to implement and manage the grant? (e.g., are you currently hiring or training new employees, planning for retirements, etc.) Please describe in 3-4 sentences.

Click or tap here to enter text.

Does your organization plan to subcontract the award?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If match or maintenance of effort are required, has your organization identified an allowable source?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, what source has been identified?	Click or tap here to enter text.	
Does your organization believe that it will be able to comply with the assurances as written?	Yes <input type="checkbox"/>	Unsure <input type="checkbox"/> No <input type="checkbox"/>

Scoring Rubric – Youth Mental Health Training for Law Enforcement Officers

(To be completed by the Department)

Component	10 – Evidence Based	0 – Not Evidence Based			Points Awarded
Is the program or training evidence based? (10 points)	Evidence based	Not evidence based			
Component	25 – Very Clear	16-29 – Fairly Clear	1-15 – Partial or Unclear	0 – Not Answered	Points Awarded
What does your organization hope to accomplish by implementing the proposed program or training? (25 points)	Answer is very clear on accomplishment of implementing the proposed program or training.	Answer is fairly clear on accomplishment of implementing the proposed program or training.	Answer is unclear on accomplishment of implementing the proposed program or training.	Not answered	
Component	25 – Very Clear	16-29 – Fairly Clear	1-15 – Partial or Unclear	0 – Not Answered	Points Awarded
Describe the proposed program or training and the	Answered both parts and very clear on utilization and	Answered both parts and fairly clear on utilization and	Answered only one part or unclear on utilization and additional services	Not answered	

methods utilized to train law enforcement officers on youth mental health. (25 points)	additional services	additional services			
Component	25 – Very Clear	10-24 – Fairly Clear	1-9 – Partial or Unclear	0 – Not Answered	Points Awarded
How will your organization measure the effectiveness of the proposed program or training? (25 points)	Answer is very clear on how program, training or project will be measured effectively	Answer is fairly clear on how program, training, or project will be measured effectively	Answer is unclear on how program, training or project will be measured effectively	Not answered	
Component	5– Yes	0-No			Points Awarded
Budget Summary and Narrative provides requested funding. (5 points)	Has budget and narrative	No budget and/or narrative			
For districts/schools only	5- Yes	0-No			Points Awarded
Emergency Operations Plan submitted to DEM by July 1 (5 points)	Submitted on or before July 1	Submitted after July 1 or not at all			
Component	5 – Low Risk	3-4 – Medium Risk	1-2 – High Risk	0 – Debarred	Points Awarded
Pre-Award Assessment (5 points)	Low Risk (PAA score of 0-7)	Medium risk (PAA score of 8-25)	High risk (PAA score of 22-36)	Not eligible to receive funds	

D. Statement of Certification
ARP ESSER Youth Mental Health Training for Law Enforcement Officers

SECTION A: APPLICATION FOR A GRANT/SUBGRANT CERTIFICATION

I HEREBY CERTIFY that, to the best of my knowledge, the information in this application is correct.

The applicant designated below hereby applies for federal American Rescue Plan and Elementary and Secondary School Emergency Relief (ARP ESSER) Funds for the establishment of programs to support the training of law enforcement officers in the area of youth mental health. The funds will be used to provide training, fund training opportunities for law enforcement officers, and/or used to pay for the overtime hours worked to participate in such training.

Authorized Representative:	Click or tap here to enter text.	Date:	Click or tap here to enter text.
Signature:			

SECTION B: ASSURANCES

I HEREBY CONFIRM that I have read and agree to the following assurances of this federal grant. I certify that I am authorized to submit this application, and the information submitted in the application is, to the best of my knowledge, true and accurate. I further certify that any program and activity funded by this grant will be conducted in accordance with all applicable federal and state laws and regulations, application guidelines, instructions, and assurances.

Authorized Representative:	Click or tap here to enter text.	Date:	Click or tap here to enter text.
Signature:			

E. Budget Narrative: ATTACHMENT
Please see the attached Excel document.

F. Federal Assurances: ATTACHMENT
Please see the attached PDF.

NOFO Submission Checklist

- Contact Information Form
- Narrative Essay Questions
- Budget Summary and Narrative
- Pre-Award Assessment
 - Internal Controls
 - Financial Management Policies
 - Conflict of Interest Policy
 - Civil Rights Policy
 - Student Privacy Policy
 - Ledger of Expenditures
- Statement of Certification
- Federal Assurances

Glossary

Subrecipient: A non-federal entity that receives a subaward from a pass-through entity to carry out the terms of the originating award but does not include an individual that is a beneficiary of the program.

Contractor: Individuals or entities from which state agencies procure goods and services to carry out a project or program. May also be referred to as “vendors”.

Subaward: An award provided by a pass-through entity (in this case NDE) to a subrecipient for the subrecipient to carry out the terms of the originating award and agreed upon via general or federal assurances. Subawards do not apply to contractors nor beneficiaries of the program.

Notice of Funding Opportunity (NOFO): a Notice of Funding Opportunity (NOFO) is a document that notifies grant seekers/potential subrecipients of the prospect of a grant and includes information about the grant process, requirements, selection criteria, and timelines. A NOFO is required for all competitive funds.

Letter of Intent/Interest (LOI): A Letter of Intent (LOI) is a preliminary form completed by interested grant applicants prior to the submission of their complete application. This prerequisite may or may not be required as part of a NOFO or grant application process but should always be clearly identified.

ePage: Electronic Plans, Applications, Grants, and Expenditures (ePage) is the electronic platform used by NDE for grants management.

Assurances: The contractual agreement, specific to federal or general grants, required for all subaward agreements.

Pre-Award Assessment (PAA): The Pre-Award Assessment is a financial-based risk assessment which must

be completed for all subrecipients and/or contractors prior to entering into an agreement.

Program: All references to Program (as a proper noun) specifically refer to programmatic offices within NDE, inclusive of both Education Program Professionals (EPPs) and directors.

Grants Management Unit (GMU): The Grants Management Unit within the Office of District Support Services, Student Investment Division, processes the financial management for all grants within NDE. Their universal inbox is grantsinfo@doe.nv.gov

Compliance: This refers to the Office of Division Compliance, Student Investment Division. Their universal inbox is sidcompliance@doe.nv.gov

Unique Entity Identifier (UEI): The UEI replaced the DUNS effective April 2022 and is required under all assurances; it is additionally required pursuant to 2 CFR 200. This is the same as the SAM.gov (System for Award Management) number.

CAGE (Commercial and Government Entity): A CAGE number is a five-character identification number used by the Federal government to identify vendors, and trackable through FAPIIS (the Federal Awardee Performance and Integrity Information System).