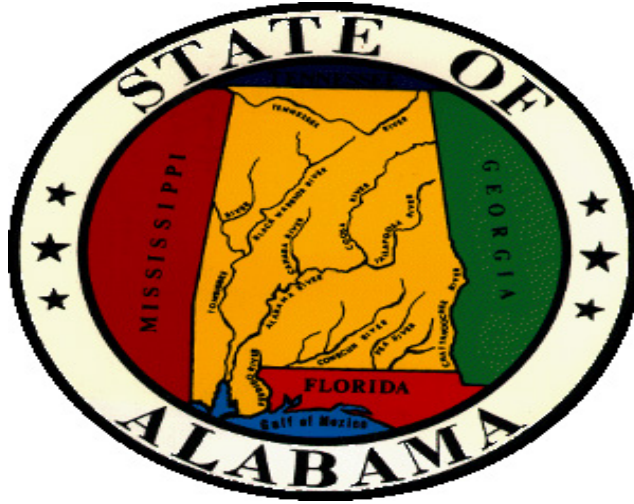


# REQUEST FOR PROPOSALS



ADECA Law Enforcement and Traffic Safety  
Division

## **Project Safe Neighborhoods (PSN)**

Issue Date: March 11, 2021

**Proposal Due Date: Monday, March 29, 2021**

# **Local Law Enforcement Assistance Grant**

## **Eligible Applicants**

For this program, all applicants must be a unit of local government with a law enforcement department or a community service provider. A unit of local government is: a town, township, village, parish, city, county, borough, or other general purpose political subdivision of a state; or, it may also be a federally recognized Indian tribe that performs law enforcement functions (as determined by the Secretary of the Interior). Otherwise a unit of local government may be any law enforcement district or judicial enforcement district established under applicable state law with authority to independently establish a budget and impose taxes. A community service provider is a recognized agency or organization that provides a service to the community that will address needs as it relates to reduction of the violent crime rate. These types of services can include prevention, education programs as well as programs designed to rehabilitate and reduce recidivism and address gang violence.

## **Submission Information**

All proposals must be received no later than 4:00 p.m., March 29, 2021 at:

Electronic submissions will be accepted at [lets@adeca.alabama.gov](mailto:lets@adeca.alabama.gov) or

### **By Mail:**

ADECA - LETS Division  
P.O. Box 5690  
Montgomery, AL 36103-5690

### **By Courier:**

ADECA - LETS Division  
Suite 474  
401 Adams Avenue  
Montgomery, AL 36104

## **Late Proposals**

Proposals submitted after the due date will not be considered. The Law Enforcement and Traffic Safety (LETS) Division reserves the right to reject any incomplete proposals without review.

## **Questions**

Questions pertaining to this RFP may be submitted to Brian Forster by phone at (334)353-4265 or by email at [brian.forster@adeca.alabama.gov](mailto:brian.forster@adeca.alabama.gov).

Questions pertaining to this RFP may be submitted to John Rogers by phone at (334) 242-5831 or by email at [john.rogers@adeca.alabama.gov](mailto:john.rogers@adeca.alabama.gov).

**Please keep a complete copy of your proposal (including a copy of all completed and signed attachments) for your records.**

This 'Request for Proposal' does not indicate acceptance or approval of any proposal in response to this request. No grant or contract payment can be made until a grant agreement has been fully executed. Therefore, no work shall begin on projects selected for funding until an executed grant agreement has been received. All grant awards are contingent upon state receipt of federal funds awarded. ADECA reserves the right to reject any proposal deemed unresponsive to this RFP or for other legitimate documented reasons.

## **Part I - Funding Opportunity Description**

### **A. Summary**

Project Safe Neighborhoods (PSN) is designed to create and foster safer neighborhoods through a sustained reduction in violent crime, including, but not limited to, addressing criminal gangs and the felonious possession and use of firearms. The program's effectiveness depends upon the ongoing coordination, cooperation, and partnerships of local, state, tribal, and federal law enforcement agencies--and the communities they serve--engaged in a unified approach led by the U.S. Attorney (USA) in all 94 districts.

Purchases under this Request for Proposals (RFP) will be funded in whole by the PSN grant program. These grants will be used by agencies/organizations to supplement efforts in reducing violence, gun crimes and gang activity.

**The LETS division is seeking proposals from local law enforcement and community based agencies who can document a substantial need for support in their efforts to reduce violent crime and gang activity.**

## **PART II – AWARD INFORMATION**

### **A. Estimated Funding**

Approximately \$79,492 is available for the Local Grants.

### **B. Award Size and Anticipated Number of Awards**

It is expected that the maximum amount approved for each proposal will not exceed \$30,000. Proposals seeking funds above that amount should contain specific and compelling justification for an award in excess of \$30,000, and also identify the extent to which the proposal's underlying purposes can be achieved if the award is limited to \$30,000.

**C. Method of Payment**

Payments shall be made on a cost-reimbursement basis over the course of the grant.

**D. Cash Matching**

100 percent federally funded

**Part III- Program Description**

The LETS Division is seeking proposals from local units of government and community service providers to assist in the reduction of violent crime and in addressing criminal gangs and the felonious possession and use of firearms

A unit of local government is: a town, city, county, or other general purpose political subdivision of a state; or, it may also be a federally recognized Indian tribe that performs law enforcement functions (as determined by the Secretary of the Interior). Otherwise a unit of local government may be any law enforcement district or judicial enforcement district established under applicable state law with authority to independently establish a budget and impose taxes.

A community service provider is an agency that provides a service to the community that will address needs as it relates to the violent crime rate. These types of services can include prevention, education programs as well as programs designed to rehabilitate, reduce recidivism and address gang violence.

**Eligibility Requirements:**

1. Must be a unit of local government with a law enforcement department or a community service provider actively involved in documented efforts and programs directed at achieving sustained reduction in violent crime, firearms offenses and gang activity.
2. Any local law enforcement department must have been compliant with the Universal Crime Reporting System (UCR) for a minimum of the last three previous consecutive years. This compliance will be validated by information collected from the Alabama Justice Information Center. (AJIC)
3. Must provide services within the counties which comprise the Southern District of Alabama.
4. Any community service provider must be: (a) a 501(c)(3) qualified organization with a stated purpose of reducing violent crimes through programs which focus on prevention, education, as well as programs designed to rehabilitate, reduce recidivism and address gang violence; or,

(b) an organization which has been underway for a minimum of two years, with supporting documentation to verify their ongoing activities and programs to reduce violent crime (i.e. charter/by-laws, organizational structure chart, mission statement, established operation plan, and descriptions of ongoing programs and participants); or, (c) an organization which proposes establishment of a pilot program (currently not underway) must provide a detailed proposed operations plan which clearly states qualitative objectives and defines metrics for measuring outcomes.

### **Allowable Purchases Under the PSN Program**

-any equipment that the agency can demonstrate will help improve or expand its mission. ADECA program staff reserves the right to determine if the budget request is in fact needed and fulfills a demonstrated need of the agency.

-non-salary operational and contractual expenses that are related to the purpose and intent of the PSN program.

-overtime for law enforcement officers designed to address a specific concern related to the PSN program.

-costs for local training are allowable.

### **Part IV- Proposal Contents**

#### **Each proposal submitted must contain one (1) original and two (2) copies of the following documents:**

##### **A. Complete Grant Application**

To include the following

1. Grant pages 1-9

##### **B. Attachments**

###### **1. Standard Subgrant Conditions and Assurances**

-must be signed by the Authorizing Official

###### **2. Certification Regarding Drug-Free Workplace Requirements**

-must to be signed by the Authorizing Official

###### **3. Certification Regarding Debarment**

-must be signed by the Authorizing Official

#### **4. Certification Regarding Lobbying**

- must signed by the Authorizing Official

#### **5. EEO Certification**

- must be signed by the Authorizing Official

#### **6. Financial Questionnaire**

- must be completed and signed by the Financial Officer

#### **7. Disclosure Statement**

-required for applicants that are not a unit of local government

### **Grant Application Guidelines**

-the Authorizing Official and the Financial Officer must be two different individuals.

-all signatures must be original, preferably in blue ink

### **Part V- Proposal Evaluation**

Proposals shall be evaluated on the following criteria; therefore a concise discussion of each of these areas as they are applicable to the proposal is necessary. Poor Performance implementing prior LETS Division grants may negatively impact the overall score or disqualify potential applicants from this solicitation.

|                                  |                    |                 |
|----------------------------------|--------------------|-----------------|
| Grant App Problem Identification | Max 15 points      | <u>0</u>        |
| Grant App Goals and Objectives   | Max 10 points      | <u>0</u>        |
| Grant App Methods and Procedures | Max 15 points      | <u>0</u>        |
| Grant App Evaluation Processes   | Max 10 points      | <u>0</u>        |
| Grant App Budget                 | Max 30 points      | <u>0</u>        |
| Complete                         | Max 20 points      | <u>0</u>        |
|                                  | <b>Total Grade</b> | <u><u>0</u></u> |

## **PART VI- Selection**

Upon review and evaluation of all proposals, the LETS Division will make recommendations to the Director, who will forward final approvals to the Governor for award.

### **A. Right to Reject**

The LETS Division reserves the right to reject any and all proposals submitted or to request additional information from applicants. The LETS Division reserves the right to award a grant on an "all or none" basis. Grant awards will be made to the organizations which, in the opinion of the LETS Division, are the best qualified and whose proposal best meets the requirements of the RFP. The LETS Division reserves the right to negotiate with any applicant. All grant awards are subject to the availability of federal funds for award.

### **B. Proprietary Information**

The information contained in the proposals will be public information unless a reasonable request is made to keep specific information confidential. If a proposal contains any information that the applicant does not wish to have disclosed to the public or used by the LETS Division for any purpose other than evaluation of the offer, each sheet of such information must be clearly marked "proprietary." This information will be kept confidential, subject to applicable state and federal laws. Proposals and supporting materials submitted shall become the property of the LETS Division.

### **C. Indirect Cost**

In accordance with 2 CFR 200.331(a)(1)(xiii) and (a)(4), and 2 CFR 200.414, subrecipients of federal awards may charge indirect costs to the award unless statutorily prohibited by the federal program and in accordance with any applicable administrative caps on federal funding. ADECA will not negotiate indirect cost rates with subrecipients, but will accept a federally negotiated indirect cost rate or the 10% de minimis rate of the modified total direct cost (MTDC) as defined in 2 CFR 200.68. If requesting the 10% de minimis rate, subrecipients must submit a certification that the entity has never received a federally approved indirect cost rate. Subrecipients are allowed to allocate and charge direct costs through cost allocation. However, in accordance with 2 CFR 200.403, costs must be consistently charged as either indirect or direct costs but not charged as both or inconsistently charged to the federal award. Once chosen, the method must be used consistently for all federal awards until such time as a negotiated rate is approved by the subrecipients' federal cognizant agency.