



School Violence Prevention Program

Grant Prep Guide 03/21/2024



Milestone 1



Brainstorm Project and Access Resources

SVPP funding is authorized and available under the following purpose areas. Check all that apply to your project.

- Coordination with local law enforcement
- Training for local law enforcement officers to prevent student violence against others and self
- Placement and use of metal detectors, locks, lighting, and other deterrent measures
- Acquisition and installation of technology for expedited notification of local law enforcement during an emergency
- Any other measure that may provide a significant improvement in security (determination of the COPS Office Director)

Estimate number of schools: _____

Potential school site list:

Budget Estimate: _____

- SVPP has a minimum 25% local cash match (cost share) required unless a waiver is approved



Evaluate Current School Safety Planning Efforts

You will be asked to describe, in detail, the status of your current school safety planning efforts in the narrative question portion of the proposal. Connect with appropriate personnel to get a detailed assessment of the current school safety planning efforts.

- Risk assessments
- Emergency operation plans
- School climate improvement efforts and initiatives
- Threat assessment processes and procedures
- What is the current status of training and drills
- What are the local safety partnerships?
- What is the coordination with students/parents/guardians, community members, civilian personnel, and law enforcement that support and enhance the continuum of wraparound services for students

COPS Office awards require that both the programmatic official (e.g., superintendent, executive director, chief executive officer, or equivalent) and financial official (e.g., chief financial officer, treasurer, or equivalent) sign the application. Identify who those contacts will be for your district:

Contact Type	Point of Contact (Name/Title)	Point of Contact (Email)
Programmatic Official		
Financial Official		

Application Contact List

Gather the following contacts to help assist you in obtaining relevant information for your proposal:

Contact Type	Point of Contact (Name/Title)	Point of Contact (Email)
District Grant Approval Procedures		
School Safety Planning Efforts		
District Financial Information		
Law Enforcement		
Technology		

Milestone 2



Complete Consultation and Request Support

Consultation List

Each application must be accompanied by an assurance that the application was prepared after consultation with individuals such as:

- Law enforcement officers
- Licensed mental health professionals
- Social workers
- Students
- Parents

- School violence researchers/academics
- (If practical), teachers, principals, and other school personnel

This is to ensure that the improvements to be funded under the grant are:

- Consistent with a comprehensive approach to preventing school violence including being protective of student privacy and ensuring that students are not discriminated against on the basis of race, national origin, disability, religion, or sex
- Individualized to the needs of each school at which those improvements are to be made.

Name	Position	Contact (Phone/Email)	Contacted? Yes/No

Consultation Ask Script:

Hello, I am writing to request a consultation with <<Consultant>>. I am <<Position>> with <<School District>> and we are seeking Federal Assistance through the School Violence Prevention Program.

I am looking to discuss the various options available for improving school safety for <<school site>>. I am confident that your team has the expertise necessary to provide invaluable insights into how we best protect our students through evidence-based school safety interventions. Please let me know when it would be convenient for you to arrange a meeting so that we may discuss further details about this project. Thank you in advance for your time and attention.

Sincerely,
<Your Name>

Consultation Must Ask

Each application must be accompanied by an assurance that the application was prepared after consultation with individuals such as:

- What gaps are there in current school safety planning efforts?
- How will the resources requested be effectively integrated into other comprehensive school safety and climate planning efforts taking place in the district?
- How will acquired technology be aligned strategically and protect students' civil and privacy rights?
- In the past, what evidence-based strategies and programs has the district implemented?
- Can you compare/contrast any prior unsuccessful attempts to improve security measures?
- Explain why the proposed measures have a strong likelihood of success.
- Explain efforts to avoid criminalizing school conduct that should be handled through the school discipline process.



Consultation: Recommendations

List of specific, evidence-based school safety interventions recommended:

Consultation Ask Script:

Below is a letter of support template, you may ask law enforcement consultants to use this to prepare their letter of support:

Letter of Support for the COPS,
SVPP Grant submission by the <Department> and their partners in this effort, the —— Public
Schools district and the —— County Sheriff Department (or Police Department)

From: <<School District>>

TO: COPS Program Grant officials

As the _____ we are always concerned with the safety of our children in this dynamically increasing violence prone environment we live in today. We fully support this <<Project Name>> to obtain federal grant funding for the sake of our school children and our community. <<Provide Evidence-Based Recommendation>>. This effort will go a long way to mitigate the risk to our children at our schools but also creates an environment of awareness and education along with training for all of our community from the law enforcement first responders to our faculty and to our students and their parents.

This grant request is part of the ongoing efforts our community law enforcement and educators have continued to look for to leverage our own funding capability in our county and represents a new level of prevention that we can reach with your help and support by funding this request. On behalf of the over <<enrollment #>> children in our <<School District>>, we ask for your consideration and support.

Thank you,
<Your Name>

Additional Support Available

Sign up for our email list to get grant announcements and Milestones 3 & 4 Prep Guide.

[Sign Up to Receive Grant Updates](#)

Bluum offers consultation, research, support and eligible products and services to guide districts to understand the requirements for competitive and non-competitive federal grants and funding applications. Bluum provides such services free of charge and with no expectation that Bluum will receive any benefits from the grant other than through a fully competitive bid process as required by any applicable rules and regulations. Bluum assumes no responsibility for errors or omissions occurring in the provision of such services. In no event shall Bluum be liable for any special, direct, indirect, consequential, or incidental damages or any damages whatsoever, arising out of or in connection with the provision of any such services. (February 2023)

All information provided is subject to change upon release of FY 24 application guidelines. These guidelines are based on FY 23 guidelines.