

YOUTH INTERVENTION MINI-GRANT PROGRAM  
GUN VIOLENCE INTERVENTION (GVIP) GRANT

**APPLICATION DUE DATE – FRIDAY, JUNE 24, 2022 AT 5:00 PM (EDT)**

The City of Newport News is now accepting grant applications for a Gun Violence Intervention Grant. Grant awardees will be granted funding to implement or enhance evidence-based strategies and/or projects on a competitive basis that will result in the reduction of gun violence within the City of Newport News.

**BACKGROUND:**

The City of Newport News has been awarded a grant from the Virginia Department of Criminal Justice Services for the Virginia Gun Violence Intervention Program (GVIP). The grant will be supplemented with funding from other sources. The primary purpose is to support the implementation of strategies that will result in reduced gun violence in local communities. This will be done by using evidence-based programming or promising practices that have been proven effective in reducing gun violence. The specific focus on interrupting cycles of violence among those individuals at highest risk for perpetrating gun violence or being a victim of gun violence.

**GRANT PERIOD:**

The grant period will begin August 1, 2022 and end June 30, 2023.

**PROJECT REQUIREMENTS:**

Grant funds will allow community-based organizations to implement strategies that will result in the reduction of gun violence in the City of Newport News, through new projects or enhancement of existing projects. Organizations are encouraged to collaborate to enhance their reach, effectiveness and sustainability.

All projects should be community-based with a focus on two key elements: prevention and intervention. These are defined as:

Prevention - Solutions that keep youth and young adults from entering or reentering the cycle of violence. Prevention involves efforts to prevent escalation by assisting individuals at an increased risk of violence or exhibiting early signs (or repeated signs) of violent behavior.

Intervention - Projects and policies that assist youth and young adults, as well as their families that have been impacted by violence and will reduce their risk levels of repeat exposure or recidivism.

Projects, programs, and practices are considered to be evidence-based when their effectiveness has been demonstrated by data-driven evidence (generally obtained by one or more outcome evaluations) and peer-reviewed research literature.

Projects should support one of the following goals and objectives:

- Increased communication, coordination, and collaboration amongst city departments, community-based organizations, businesses, and other key stakeholders.
- Reduction in the incidents of gun violence amongst youth and young adults between the ages of 13 and 24 through the implementation of innovative and technology-based prevention, intervention, enforcement, and re-entry strategies.
- Enhance and/or expand access to mental health services, education, and interventions that prevent and reduce violence.

Applications are due no later than Friday, June 24, 2022 at 5:00 p.m. Completed applications and all required attachments are submitted via e-mail to [budget@nnva.gov](mailto:budget@nnva.gov). Please contact the Department of Budget and Evaluation at 757-926-8733 with any questions.

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- Decrease in the barriers (i.e., education, employment, and housing) to the successful reintegration of youth and young adults returning to the community from a secure juvenile detention facility.
- Increase in community education, awareness, and engagement around gun violence reduction and its impact on individuals, families, neighborhoods, and broader communities.

**GRANT APPLICATION REVIEW**

Proposals will be reviewed by a committee, consisting of representatives and stakeholders from the City of Newport News, using the following criteria:

- Effectiveness – the extent to which the project is likely to achieve the proposed project’s goals and outcomes based on identified metrics
- Reach – the number of youth served and the area(s) of the City where it will be implemented.
- Replicability – the extent to which the project could be implemented in other locations of the City.
- Connection to Identified Need – the extent to which the project addresses a need identified in the Community Assessment and risk factors as identified by the [Centers for Disease Control and Prevention \(CDC\)](#).

**ELIGIBILITY REQUIREMENTS:**

- Must be a new or existing legal business entity registered with State Corporation Commission (SCC), in possession of a valid and active business license, and possess a government-issued employer identification number (EIN).
- If you are a local, non-profit, 501c(3) organization, your organization must meet the legal requirement of the Commonwealth of Virginia, the Internal Revenue Service, and the City of Newport News
- Serve youth and young adults in the City of Newport News with evidenced-based projects and programming that reduces gun violence

*NOTE: Faith-based organizations are encouraged to apply if they provide community services for secular purposes without regard to the religious affiliation of the recipients of the services, according to the Code of Virginia § 15.2-953.*

*NOTE: Organizations providing services to individuals under the age of 18, will be required to provide a list all employees, contractors, and volunteers who will have contact with these youth and provide proof of current criminal history and sex offender search for each individual listed. Completed reports must reflect no child barrier crimes as defined by the Code of Virginia § 19.2-392.02. This listing and supporting documents must be submitted within 30 days of award.*

**ELIGIBLE PROJECT PROPOSALS:**

- Proposals must benefit youth and young adults who reside in Newport News.
- Funds may be used to support new prevention, early intervention projects or to expand or replicate existing projects and programming
- Proposals must demonstrate utilization of evidence-based strategies that address gun violence
- Proposals should have a clear sustainability plan-
- Applicants seeking to expand or replicate an existing project must be able to demonstrate progress and success in what has already been done through the life of the project-
- Organizations may collaborate with one another to leverage their experience and maximize resources.

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- Projects eligible for funding must address a need identified in the Community Assessment and one or more of the priorities listed below as they relate to youth violence prevention or early intervention, according to the guidelines set forth by the [Centers for Disease Control and Prevention \(CDC\)](#):
  - Individual and Family Risk Factors
  - Community Risk Factors
  - Peer and Social Risk Factors
- Collaboration between organizations is highly encouraged.

**ELIGIBLE EXPENDITURES:**

Allowable GVIP grant projects and purchase includes, but not limited to:

- Hiring additional personnel
- Project and Program evaluation
- Overtime
- Supplies
- Training
- Travel expenses
- Food
- Stipends/incentives

Grant funds may not be used for:

- Weapons or ammunition
- Construction or renovation
- Land acquisition
- Lobbying and political contributions
- Bonuses
- Alcohol
- Vehicles

**REPORTING REQUIREMENTS:**

Grant awardees will be required to provide financial and/or project reporting on a monthly basis from the date of award to grant termination. Specific requirement/templates will be provided at the time of award.

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**DIRECTIONS FOR COMPLETING APPLICATION**

This application is divided into six sections as listed below. The application responses should be specific to the particular project for which the Gun Violence Intervention (GVIP) grant funding is being requested. Single service agencies may provide information which incorporates the entire agency operation. Multi-program agencies should provide information specific to the project the grant is being requested.

**PART ONE: GENERAL INFORMATION**

In this section, please provide the requested agency information, sign, and date.

**PART TWO: ORGANIZATION INFORMATION**

In this section, please respond to the listed questions as it relates to your organizations purpose, mission, objectives, programming, projects, and services. Be sure to address how your organization benefits residents in the City of Newport News.

**PART THREE: PROJECT INFORMATION**

In this section, please describe your proposed project, the need for the project, the problem(s) it will address, anticipated implementation activities, goals and objectives, expected measurable outcomes, and its relevance to reducing gun violence. Be sure to include which risk factors the project addresses, how the project will continue after the funding ends, and how the project's success will be evaluated.

**PART FOUR: FINANCIAL INFORMATION**

This section is designed to outline funding information for the specific project requested. An itemized budget form must be completed for the specific project using the provided spreadsheet. The budget narrative should itemize each expenditure and provide a brief explanation of each line item. It is important that your budget figures clearly relate to what is proposed in the project description.

**PART FIVE: REQUIRED ATTACHMENTS**

Grant applicants must provide the requested attachments listed in this section. Please ensure your attachments correctly match your 501c(3) status.

**PART SIX: GRANT APPLICATION TIMELINE**

This section includes an informational table of important dates related to this grant process.

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**PART ONE: GENERAL INFORMATION**

**Organization Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Organization Website:** \_\_\_\_\_

**Grant Contact Name and Title :** \_\_\_\_\_

**Grant Contact Phone and E-Mail:** \_\_\_\_\_

**Total Project Budget:** \_\_\_\_\_

**Total amount of requested funding:** \_\_\_\_\_

**Proposed Project Title:** \_\_\_\_\_

**Is this a new project or enhancement of an existing project?** \_\_\_\_\_

**Is your organization a legally recognized 501c(3) organization?**     **YES**                       **NO**

**The agency's account year is \*(select one):**  
 January 1 through December 31 (calendar year)  
 July 1 through June 30 (same as City's fiscal year)  
 Other Year (Please describe): \_\_\_\_\_

**Authorized Official:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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PART TWO: ORGANIZATION INFORMATION**

**ORGANIZATION DESCRIPTION AND MISSION:** Describe the organization's purpose and mission. Explain the programs, projects, and services provided by the organization and how it benefits Newport News residents.

**ORGANIZATION OBJECTIVES:** Describe the organization's structure (i.e., number of employees, divisions), objectives and goals. What does the organization strive to accomplish?

**PART THREE: PROJECT INFORMATION**

**NEED STATEMENT:** Please provide a description of the problem or unmet need the project will address. You are encouraged to provide data or other information that confirms the problem or unmet need. Be sure to describe the organization's capacity to address the identified problem or need.

**PROJECT NAME AND DESCRIPTION:** Explain how the proposal will address the identified need and the problem it proposes to address. Provide a detailed description of the proposed project or practice, the target population, summary of the planned implementation activities, goals and objectives, expected measurable outcomes, and the relevance to reducing gun related violence or the effects of violence in the community. Be sure to clearly demonstrate the extent to which the project addresses a need identified in the Community Assessment and risk factors as identified by the [Centers for Disease Control and Prevention](#) (CDC).

**PROJECT SUSTAINABILITY:** Explain how your organization will continue the project after GVIP grant funding has expired. Address specific funding streams including grant funding, private investors, etc.

**PROJECT SCALABILITY:** Explain how your organization will scale the project up or down based on grant funding and other resources

**PROJECT EVALUATION:** Explain how your organization will evaluate the success of the project and its impact on the target population

**PART FOUR: FINANCIAL INFORMATION**

**BUDGET & NARRATIVE:** An itemized budget form must be completed for the project using the provided spreadsheet. The budget narrative should itemize each expenditure and provide a brief explanation of each line item. It is important that your budget figures clearly relate to what is proposed in the project description.

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**PART FIVE: REQUIRED ATTACHMENTS**

***ATTACHMENTS (501c(3) organizations):*** Include the following as attachments to the application:

- \_\_\_\_\_ Copy of IRS 501c(3) Determination Letter
- \_\_\_\_\_ Current approved by-laws, mission statement, charter, and most recent list of Board of Directors
- \_\_\_\_\_ Copy of State Corporation Commission (SCC) registration
- \_\_\_\_\_ Copy of current business license
- \_\_\_\_\_ Copy of Employer Identification Number (EIN)
- \_\_\_\_\_ The most recent Audited Financial Statements prepared by an independent Certified Public Accountant or the most recent IRS filing (990 or 990EZ form)

***ATTACHMENTS (Non-501c(3) organizations):*** Include the following as attachments to the application:

- \_\_\_\_\_ Copy of State Corporation Commission (SCC) registration
- \_\_\_\_\_ Copy of Articles of Organization and/or organization bylaws
- \_\_\_\_\_ Copy of current business license
- \_\_\_\_\_ Copy of Employer Identification Number (EIN)
- \_\_\_\_\_ The most recent Audited Financial Statements prepared by an independent Certified Public Accountant or most recent IRS filing (990 or 990EZ or 1040 form, Schedule C) or internal financial statements reviewed by a certified third party

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**PART SIX: GRANT APPLICATION TIMELINE**

Announcement of Availability of Funds	Wednesday, May 11, 2022
Pre-Application Session	Wednesday, May 25, 2022 @ 6PM (EDT) Register at: <a href="https://bit.ly/38wGWH8">https://bit.ly/38wGWH8</a>
Grants 101 Session	Wednesday, June 1, 2022 @ 6PM (EDT) Register at: <a href="https://bit.ly/3NlyHwi">https://bit.ly/3NlyHwi</a>
Open Application Period	Monday, May 23, 2022 – Friday, June 24, 2022
Application Deadline	Friday, June 24, 2022 @ 5 PM (EDT)
Application Review	Monday, June 27, 2022 – Friday July 8, 2022
Notification of Awardees	Monday July 11, 2022 by 5 PM (EDT)
Deadline for Awardees to Respond to an Award Offer	Friday, July 15, 2022 @ 12 PM (EDT)
Grant Period	Monday August 1, 2022 – Friday, June 30, 2023

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