

**Safe from the Start (SFS) implementation
NOFO Instructions
NOFO # 2116-0125**

Task	Date
NOFO & Technical Assistance Recording posted	January 24, 2025
NOFO question submission deadline	February 20, 2025
Applications due	5:00 p.m., February 24, 2025
ICJIA Budget Committee review/approval of recommended designations	June 16, 2025
Performance Period	July 1, 2025 – June 30, 2026

CHECKLIST

Prior to applying:

- Obtain a Unique Entity ID #.
- Register with the System for Award Management (SAM).
- Apply for, update, or verify the Employer Identification Number (EIN)
- Complete registration in the Grantee GATA Portal
- Identify primary contact and obtain Single Sign-On for application submission in AmpliFund.
- Maintain in “Good” standing with all GATA pre-qualification requirements.

AmpliFund Download/Upload Checklist:

- [United States Internal Revenue Service 501\(c\)\(3\) determination letter - PDF \(Non-Profit Agency Required\)](#)
- [Memorandum of Understanding or Letters of Support \(at least 2 letters must be submitted\)](#)
- [Uniform Application for State Grant Assistance,](#)
- [Budget/Budget Narrative](#)

The following process is required:

Step 1: The applying organization must register in the Illinois Grant Accountability and Transparency Act (GATA) Grantee Portal: <https://grants.illinois.gov/portal/>.

Step 2: The applying organization must identify an individual(s) who will submit the application via AmpliFund. This person will serve as the primary contact for this application. However, more than one individual may have access to and complete components of the application via AmpliFund. The primary contact must submit the

applications, including attachments, via Amplifund. To submit an application, go to:
<https://il.amplifund.com/Public/Opportunities/Details/61afc626-6429-4e67-aeff-91fdffa47e8e>

To be considered for funding, completed applications must be submitted via the above AmpliFund link by the application deadline of February 24, 2025. ICJIA encourages applicants to review the Technical Assistance Webinar of that webinar which will be posted at 3:00 P.M. on January 24, 2025, for more information on how to apply.

Notice for Funding Opportunity (NOFO)
Safe from the Start Implementation
NOFO #2116-0125

	Data Field	
1.	Awarding Agency Name:	Illinois Criminal Justice Information Authority (ICJIA)
2.	Agency Contact:	Jashay Fisher-Fowler Program Manager Illinois Criminal Justice Information Authority 524 S 2 nd St, Suite 220 Springfield, IL 62705 jashay.fisher-fowler@illinois.gov (217) 720-4577
3.	Announcement Type:	<input checked="" type="checkbox"/> Initial announcement <input type="checkbox"/> Modification of a previous announcement
4.	Type of Assistance Instrument:	Grant
5.	Funding Opportunity Number:	2116-0125
6.	Funding Opportunity Title:	Safe from the Start
7.	CSFA Number:	546-002116
8.	CSFA Popular Name:	Safe from the Start
9.	Assistance Listing Number(s):	NA
10.	Anticipated Number of Awards:	9-12
11.	Estimated Total Program Funding:	\$2,868,000
12.	Award Range	\$175,000 - \$239,000
13.	Source of Funding:	<input type="checkbox"/> Federal or Federal pass-through <input checked="" type="checkbox"/> State
14.	Match Requirement:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
15.	Indirect Costs Allowed Restrictions on Indirect Costs	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
16.	Posted Date:	January 24, 2025
17.	Application Range:	January 24, 2025 – February 24, 2025
18.	Technical Assistance Session:	Session Offered: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Session Mandatory: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No It is recommended that applicants view the recorded technical assistance. https://illinois.webex.com/illinois/ldr.php?RCID=004a94760fb3c16e8cb40ff504b30e8e
19.	AmpliFund Application Submission Link:	https://il.amplifund.com/Public/Opportunities/Details/61afc626-6429-4e67-aeff-91fdffa47e8e

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Notice of Funding Opportunity

Safe from the Start Implementation

A. Program Description

Safe From the Start Implementation Program

The Safe from the Start (SFS) Program is designed to assist in the development, implementation, and evaluation of comprehensive and coordinated community-based models to identify, assess, and serve children, primarily ages birth to 5, who have been exposed to violence in their homes and/or communities.

The SFS Program Model consists of four major components:

- Coalition and Collaboration Building
- Direct Services
- Public Awareness
- Evaluation

A total of \$2,868,000 in SFY26 funding is available for SFS Implementation grants. Awards will range from a minimum of \$175,000 to a maximum of \$239,000. SFS Implementation Program grant applications must be submitted by February 24, 2025, via Amplifund.

Childhood Exposure to Violence

Childhood exposure to violence is pervasive and negatively impacts communities. This includes physical abuse, sexual assault, maltreatment/neglect, domestic violence, and other violent crimes. In their 2015 National Survey of Children's Exposure to Violence, the U.S. Department of Justice and the Centers for Disease Control and Prevention found that almost 58% of children and youth between 0 and 17 years old had been exposed to at least one type of violence and 48% had experienced more than one type of victimization within the previous year.¹ As reported in the U.S. Department of Health and Human Services 2020 Child Maltreatment report series, child protective services agencies found that 618,000 children in the United States were victims of child abuse and neglect and 29% were under the age of two.²

Experiencing or witnessing one or more types of violence can profoundly affect child development. For example, children who have been physically abused are at a higher risk for malnutrition, diabetes, and chronic health problems.³ Psychological outcomes

¹ Finkelhor, D., Turner, H. A., Shattuck, A., & Hamby, S. L. (2015). Prevalence of childhood exposure to violence, crime, and abuse: Results from the national survey of children's exposure to violence. *JAMA Pediatrics*, 169(8), 746-754. <https://doi.org/10.1001/jamapediatrics.2015.0676>

² U.S. Department of Health & Human Services (2022). *Child maltreatment 2020*. Children's Bureau. <https://www.acf.hhs.gov/cb/data-research/child-maltreatment>

³ Child Welfare Information Gateway. (2019). *Long-term consequences of child abuse and neglect*. U.S. Department of Health and Human Services Children's Bureau. https://www.childwelfare.gov/pubPDFs/long_term_consequences.pdf

include diminished executive functioning, poor mental health, and post-traumatic stress disorder.³ Social consequences involve the associated risk of substance dependency, delinquency, teen pregnancy, engaging in risky sexual behaviors, and perpetrating violence.³ The Adverse Childhood Experiences (ACEs) Study demonstrated that childhood maltreatment or trauma could correlate to later adult health problems and early death.⁴

However, many children are resilient and can continue to have healthy lives despite exposure. These resilient children often have at least one positive adult role model in their lives.⁵ Furthermore, research shows early interventions for children and families exposed to violence can reduce symptoms related to violence exposure, enhance protective factors, and increase child safety.⁶

Coalition Building and Collaboration

The first component of the SFS program is coalition building and collaboration, including coordination. To ensure that a comprehensive service delivery system is provided, key partnerships must be established, maintained, and expanded as needed. Sites are expected to demonstrate and continue coordination and collaboration among state and local SFS program agencies, as well as local community-based service providers. SFS sites may have a coalition exclusively focused on SFS or they may join another coalition that helps inform the work of the SFS program, focuses on childhood exposure to violence, and membership includes required and recommended partners.

Primary partners represent key points of entry for prevention and intervention and must be included in the coalition (to the extent available in the community). Secondary partners are recommended and can provide support and resources as needed.

Required Partners:

- Child advocacy centers
- Child welfare agencies
- Victim services agencies, including but not limited to domestic violence and sexual assault services.
- Head Start; pre-school and early childhood programs; and childcare providers

⁴ Centers for Disease Control and Prevention. (n.d.). *Adverse Childhood Experiences (ACEs)*. Centers for Disease Control and Prevention. <https://www.cdc.gov/violenceprevention/aces/index.html>

⁵ Jain, S., Buka, S. L., Subramanian, S. V., & Molnar, B. E. (2012). Emotional resilience among youth exposed to violence: The role of protective factors. *Journal of Child & Adolescent Trauma*, 10(4), 353-362.

http://www.datainaction.org/uploads/2/7/8/2/27825255/emotional_resilience_among_youth_exp_to_violence_jain.pdf

⁶ Cohen, E., McAlister Groves, B., & Kracke, K. (2009). *Moving from evidence to action: Understanding children's exposure to violence*. U.S. Department of Justice. https://ojjdp.ojp.gov/sites/g/files/xyckuh176/files/programs/safestart/IB1_UnderstandingChildrensExposureToViolence.pdf

- Illinois Department of Children and Family Services
- Law enforcement agencies
- Healthcare providers, including medical and mental/behavioral health professionals

Recommended Partners:

- Partner Abuse Intervention Programs
- Community leaders/stakeholders, including members with community influence.
- Courts: judges, attorneys, guardian ad litem(s), court appointed special advocates, victim-witness advocates, administrative staff of dependency/juvenile, family, domestic violence, and drug courts
- Crisis nurseries
- Early intervention programs, such as your local Child and Family Connections for ages 0 to 3
- Faith-based leaders
- Family case management, e.g., WIC, child protective services, family support services, foster care programs
- Hospitals, emergency medical services
- Housing authorities
- Local parent groups (e.g., PTA)
- People with lived experience⁷
- Schools, including special education programs
- Social service agencies
- Substance use disorder prevention and treatment services
- Illinois Family Violence Coordinating Councils
- Culturally specific agencies
- Public health departments

Required and recommended partners may vary based on community needs and existing service delivery systems.

Direct Services

Direct services are the second component of the SFS program.

Services to the Target Population

SFS serves young children (primarily from 0 to 5 years of age) who have been exposed to violence in the home or community, and their families or other caregivers. “Exposure to violence” is defined as directly experiencing abuse, neglect, or maltreatment and/or witnessing domestic, physical, or sexual violence, or other violent crime. Siblings and/ or older children in the home may also receive services if the primary client is age 0 to 5.

Services to the Targeted Community Area

⁷ Resources for engaging people with lived experience are available in the [Illinois HEALS toolkit](#)

The application must include adequate justification for the targeted community area based on need. The targeted geographic areas must represent identifiable cities, communities, or neighborhoods where investment of SFS resources will result in appreciable improvements in the community's response to children birth to 5 who have been exposed to violence.

Direct Services

Although each site operates slightly differently, a core of trained case management and clinical staff must provide direct services to children and their families. Sites must have referral/outreach processes/procedures that consider and prioritize confidentiality, enhance information sharing and management, create protocols, and other related tasks.

Additionally, sites must employ an intake and assessment protocol (including evaluation and post-service assessment) and clinical and family support services. Upon referral, a SFS staff member will meet with the primary caregiver and child(ren) to share information about SFS services and assess their needs. Comprehensive assessment tools must be completed with the primary caregiver for each child receiving services within the first 30 days. The assessment tools, listed below, allow SFS staff to better understand clients' experiences and behaviors and, therefore, how to best support them. They also serve as an educational tool for the caregiver and facilitate relationship building between SFS staff and families. Clinical supervision of therapists is required.

Assessment Tools

Assessment tools have been adapted to the following and are used for all consenting clients served by SFS sites:

- Child Behavior Checklist (CBCL)
- Ages & Stages Questionnaire
- Ages & Stages: Social-Emotional Questionnaire
- Parenting Stress Index-Short Form (PSI)
- SFS Background Information Form
- Caregiver Completion of Services Form
- Child Completion of Services Form

Public Awareness

The third component to the SFS Program model is public awareness. Efforts to involve community members, increase public awareness, and educate residents about the scope of the problem are essential. These efforts range from community presentations, community events, professional trainings, media campaigns, and other methods of increasing awareness on childhood exposure to violence and trauma. SFS Coalition members should participate in public awareness activities.

Public awareness activities include:

- Community presentations designed to provide a general understanding of the subject of children exposed to violence, information about SFS activities, or other topics related to trauma and children exposed to violence, including presentations and trainings.
- Community events in which Safe from the Start educational materials are distributed. For example, at health or back-to-school fairs.

Evaluation

Programs will participate in the SFS evaluation conducted by ICJIA's Center for Victim Studies. The center maintains a database containing deidentified client data gathered during intake and at pre-determined intervals. For more information on assessment administration please see the [evaluation protocol](#). Sites will receive training on the database, including procedures for accessing the database and entering data. Upon request, researchers can provide sites with individualized site reports or presentations containing analyzed intake and assessment data findings. Sites should contact the SFS research team for assessment tool materials, database access and troubleshooting, questions about the evaluation protocol, and to request site specific assessment data. Sites may use their data for program model review, grant applications, and reports.

1. Program Requirements

- Follow the SFS program model as described in the Program Description section.
- Administer assessments as outlined in the evaluation protocol.
- Enter client data into the database on a quarterly basis (the 15th of the month following each quarter, e.g., Quarter 1 data covering the period of July through September must be entered by October 15th) at minimum. Sites are highly encouraged to enter data more frequently.
- Hire a program coordinator with SFS or other funds.
- Attend and actively participate in:
 - a. Annual in-person SFY26 SFS coordinators meetings (Springfield).
 - b. ICJIA hosted trainings.
 - c. Bi-monthly meetings facilitated by ICJIA.
 - d. Ad hoc meetings or focus groups hosted by ICJIA.
- Submit all quarterly and year-end reports.

2. Performance Measures

Funded programs will be required to submit progress reports that will minimally include information based on the applicant's proposed objectives.

Goal 1: Provide assessment and direct services to children who have been exposed to violence in their home and/or communities.	
Performance Measure	Performance Standard/Frequency (FY26 12-month projection)

Provide developmentally and culturally appropriate direct services to young children (ages birth to 5) exposed to violence.	____ (#) of children ages birth to 5 yrs. to be served
Provide developmentally and culturally appropriate direct services to children 6 years and older exposed to violence.	____ (#) of children ages 6 yrs. and over to be served
Provide developmentally and culturally appropriate direct services to adults.	____ (#) of adults to be served
Receive referrals by from an external source for families with children, ages birth to 5, exposed to violence	____ (#) of referrals to be received
Request that clients sign Informed Consent Forms for services	____ (#) of Informed Consent Forms signed for services
Complete pre-/early intervention assessment tools per the SFS Evaluation Protocol for children (and caregivers) receiving SFS services.	____ (#) of Background Information Forms completed ____ (#) of Background Information Forms entered into the database ____ (#) of pre-/early intervention assessment tools completed ____ (#) of pre-/early intervention assessment tools entered into the SFS database
Complete mid-intervention assessment tools the SFS Evaluation Protocol for children (and caregivers) receiving SFS services.	____ (#) of mid-intervention assessment tools completed ____ (#) of mid-intervention assessment tools entered into the SFS database
Complete post-intervention assessment tools (completion of service forms) for children (and caregivers) receiving SFS services.	____ (#) of post-intervention assessment tools completed ____ (#) of post-intervention assessment tools entered into the SFS database
Goal 2: Ensure local governmental, social service, and community engagement in the SFS program	
Objectives/Standards	Performance Measures
Convene and maintain the SFS coalition to ensure better collaboration among service providers by holding coalition activities.	____ (#) of coalition activities.
Goal 3: Provide public awareness regarding children exposed to violence	
Objectives/Standards	Performance Measures
Implement community presentations.	____ (#) of community presentations ____ (#) of participants

Implement community events.	_____ (#) of community events
	_____ (#) of participants

3. *Priorities*

While this funding opportunity responds to several priorities established by the 2022 [ICJIA Victim Services Planning Committee](#),⁸ it most directly addresses the following priority areas: public awareness, trauma services, evidence-informed practices, and data collection and evaluation.

4. *Evidence-Informed Programs or Practices*

Applicants are strongly urged to utilize evidence-informed practices for delivering services, when appropriate. If programs propose the use of evidence-informed practices they should thoroughly describe the practice, identify the population(s) the practice will be used with, and cite evidence demonstrating the practice’s efficacy with the intended population(s).

5. *Trauma-Informed Practices*

The applicant is required to provide services that integrate trauma-informed practices, including strategies for mitigating vicarious trauma among staff. Vicarious trauma occurs when providers experience traumatic stress reactions as a result of exposure to another person’s traumatic experiences rather than from direct exposure to a traumatic event and includes hearing or learning about others’ victimization.⁹ Applicants should describe current uses of trauma-informed practices and identify strategies for monitoring their implementation.

B. **Funding Information**

A total of \$2,868,000 in SFY26 SFS funding is available through this solicitation. Applicants may request a minimum of \$175,000 and a maximum of \$239,000 in grant funding.

Agreements that result from this funding opportunity are contingent upon and subject to the availability of funds.

1. *Award period*

⁸ Vasquez, A. L., Gonzalez, L. F., Nguyen, S., Schaffner, C., Hiselman, J., Smith, E., Hailey, S., & Reichgelt, R. (2023). 2022 victim service planning research report. Illinois Criminal Justice Information Authority.

⁹ Newell, J. M., & MacNeil, G. A. (2010). Professional burnout, vicarious trauma, secondary traumatic stress, and compassion fatigue: A review of theoretical terms, risk factors, and preventive methods for clinicians and researchers. *Best Practices in Mental Health: An International Journal*, 6, 57-68.

Grant awards resulting from this opportunity will have a target period of performance of July 1, 2025, to June 30, 2026. Additional funding of up to 24 months may be awarded after the initial funding period, contingent upon satisfactory performance and availability of funds. Total funding for the grant program will not exceed 36 months.

C. Eligibility Information

Applicants must be pre-qualified to do business with the State of Illinois. All organizations must be registered through the Grant Accountability and Transparency Act (GATA) Grantee Portal at www.grants.illinois.gov/portal and in Good Standing for all pre-qualification requirements. During the open application period, a pre-qualification verification is performed in the GATA Implementation Website, this includes checking SAM.gov registration, Illinois Secretary of State standing, and status on Illinois Stop Payment List. The GATA Portal will indicate a “Good Standing” status or state the issue and steps on how to achieve “Good Standing”. Applicants that have not met all GATA pre-qualification requirements will not be able to submit their application in AmpliFund.

Applicants are also required to submit and obtain approval of a financial and administrative risk assessment utilizing an Internal Controls Questionnaire (ICQ) before execution of the grant agreement. Delay in obtaining ICQ approval will result in a delay in grant execution.

1. Match Requirement

There are no cost sharing or matching fund requirements.

2. Indirect Cost Rate

To charge indirect costs to a grant, the applicant organization must either have an annually negotiated indirect cost rate agreement (NICRA) or elect to use a standard *de minimis* rate. There are three types of allowable indirect cost rates:

- a) Federally Negotiated Rate. Organizations that receive direct federal funding, may have an indirect cost rate that was negotiated with the Federal Cognizant Agency. Illinois will accept the federally negotiated rate.
- b) State Negotiated Rate. The organization may negotiate an indirect cost rate with the State of Illinois if they do not have a Federally Negotiated Rate. If an organization has not previously established an indirect cost rate, an indirect cost rate proposal must be submitted through the State of Illinois centralized indirect cost rate system in the GATA Grantee Portal. If an organization previously established an indirect cost rate, the organization must annually submit a new indirect cost proposal through the GATA Grantee Portal system within the earlier of six (6) months after the close of the grantee’s fiscal year; and three (3) months of the notice of award.

- c) *De Minimis Rate*. An organization that has never negotiated an indirect cost rate with the Federal Government or the State of Illinois is eligible to elect a *de minimis* rate of 15% of modified total direct cost (MTDC). Once established, the *de minimis* Rate may be used indefinitely. The State of Illinois must verify the calculation of the MTDC annually in order to accept the *de minimis* rate.

Grant fund recipients are required to complete the indirect cost rate proposal process every fiscal year. If you plan to include indirect costs in your budget, please select your indirect cost rate through the GATA Grantee portal prior to submitting your grant documents to ICJIA.

Grantees have discretion and can elect to waive payment for indirect costs. Grantees that elect to waive payments for indirect costs cannot be reimbursed for indirect costs. The organization must record an election to “Waive Indirect Costs” into the GATA Grantee Portal. Indirect Cost election must be completed annually, for every entity’s fiscal year. More information regarding the indirect cost election process can be found [here](#).

D. Application and Submission Information

1. Accessing Application Package

Paper copies of the application materials may be requested from Jashay Fisher-Fowler by calling 217-720-4577; writing Jashay Fisher-Fowler at 524 S. St, Suite 220, Springfield, IL 62705; via Telephone Device for the Deaf (TDD) (312)793-4170 or by email at CJA.Safefromthestartgrants@Illinois.gov. Application materials, however, must be submitted via the AmpliFund <https://il.amplifund.com/Public/Opportunities/Details/61afc626-6429-4e67-aeff-91fdffa47e8e> grant management system.

2. Content and Form of Application Submission

Applications must be submitted in AmpliFund.

The following materials MUST be submitted by all applicants. The applicant must submit the documents based on the instructions provided below.				
Document	Document Name	PDF	Word	Excel
United States Internal Revenue Service 501(c)(3) determination letter - (Non-Profit Agency Required)	<i>“Agency Name – IRS 501c3”</i>	X		
Uniform Application for State Grant Assistance – This form must be complete	<i>“Agency Name – Application”</i>		X	

Budget and Budget Narrative – This form must be complete.	<i>“Agency Name – Budget”</i>			X
Letters of Support - Applicants must submit at least 2 letters of support from local FVCC member agencies.	<i>“Agency Name – Letter of Support”</i>	X		

3. Unique Entity Identification Number (UEI) and System for Award Management (SAM)

Applicants are required to:¹⁰

- a) Be registered in SAM before submitting its application. To establish a SAM registration, go to <http://www.SAM.gov/SAM>.
- b) Provide a valid Unique Entity Identification Number. Unique Entity Identifier (UEI) is now the primary means of identifying entities registered for federal awards government-wide in the [System for Award Management \(SAM\)](#).

If your entity is already registered in SAM, it has been assigned a UEI. Instructions regarding the migration from DUNS to UEI have been posted in the [GATA website](#).

- c) Continue to maintain an active SAM registration with current information while it has an active award or application under consideration. ICJIA may not make a federal pass-through or state award to an applicant until the applicant has complied with all applicable SAM requirements. If an applicant has not fully complied with the requirements by the time ICJIA is ready to make an award, ICJIA may determine that the applicant is not qualified to receive an award and may use that determination as a basis for making a state award to another applicant.

4. Submission Dates, Times, and Method

Completed application materials must be received by and in possession of the AmpliFund grant management system by **5:00 p.m., February 24, 2025**, to be considered for funding. Applications must be submitted via AmpliFund <https://il.amplifund.com/Public/Opportunities/Details/61afc626-6429-4e67-aeff-91fdffa47e8e>. Upon receipt, an automated confirmation will be emailed. Proposals will not be accepted by email, mail, fax, or in person. AmpliFund will not permit late submissions. Agencies are encouraged to submit their applications 24-72 hours in advance of the deadline to avoid unforeseen technical difficulties. Technical difficulties with the grant management system should be reported immediately to ICJIA at CJA.Safefromthestartgrants@Illinois.gov.

¹⁰ Exempt from these requirements are individuals or agencies under 2 CFR § 25.110(b) or (c) and those with an exception approved by the federal or state awarding agency under 2 CFR § 25.110(d).

5. Application Questions

Questions may be submitted via email at CJA.Safefromthestartgrants@Illinois.gov. The deadline for submitted questions is **5:00 p.m. (CST) on February 14, 2025**. All substantive questions and responses will be posted on the ICJIA website at <https://icjia.illinois.gov/gata> and on the AmpliFund <https://il.amplifund.com/Public/Opportunities/Details/61afc626-6429-4e67-aeff-91fdffa47e8e>. Due to the competitive nature of this solicitation, applicants may not discuss the opportunity directly with any ICJIA employee other than via this email address CJA.Safefromthestartgrants@Illinois.gov.

6. Funding Restrictions

- a) Federal Financial Guide. Applicants must follow the current edition of the Department of Justice Grants Financial Guide which details allowable and unallowable costs is available at: https://ojp.gov/financialguide/doj/pdfs/DOJ_FinancialGuide.pdf. Costs may be determined to be unallowable even if not expressly prohibited in the Federal Financial Guide.
- b) Prohibited Uses. The following is a non-exhaustive list of services, activities, goods, and other costs that cannot be supported through this NOFO:
 - Land acquisition
 - New construction
 - A renovation, lease, or any other proposed use of a building or facility that will either result in a change in its basic prior use or significantly change its size.
 - Minor renovation or remodeling of a property either listed or eligible for listing on the National Register of Historic Places or located within a 100-year flood plain.
 - Implementation of a new program involving the use of chemicals
 - Capital expenditures.
 - Fundraising activities
 - Lobbying
- c) Allowable expenses. All expenses must reasonable, necessary, and allocable to the program. The following is a non-exhaustive list of services, activities, goods, and other costs that can be supported through this NOFO:
 - Staffing and related costs
 - Staff training and consultation
 - Program related supplies and expenses
 - Indirect expenses

- d) Pre-Award Costs. **No costs incurred before the start date of the grant agreement may be charged to awards resulting from this funding opportunity.**
- e) Pre-approvals. Prior approvals may affect project timelines. Submission of materials for ICJIA approval should be incorporated into the application Implementation Schedules. ICJIA may require prior approval of the following:
- Out-of-state travel
 - Certain Requests for Proposals, procurements, and sub-contracts
 - Conference, meeting, and training costs
- f) State Travel Guidelines. travel costs charged to ICJIA must conform to State Travel Guidelines, found here: <https://cms.illinois.gov/employees/travel.html> which are based on the General Service Administration (GSA) guidelines found here: <https://www.gsa.gov/travel/plan-book/per-diem-rates>. Applicant agencies with lower cost travel guidelines than the State of Illinois must use those lower rates.
- g) Executive Compensation. All personnel costs are subject to ICJIA's Executive Compensation policy, found here: https://agency.icjia-api.cloud/uploads/Grantee_Executive_Pay_Policy_1_12_GC_ED_Executed_0891a2fb26.pdf
- h) Conflict of Interest. All grants are subject to ICJIA's Conflict of Interest Policy, located here: https://agency.icjia-api.cloud/uploads/Conflict_of_Interest_Policy_August_2023_ED_Signed_8452f2e1b6.pdf
- i) Supplanting. Grant funds must be used to supplement existing funds for program activities and must not replace funds that have been appropriated for the same purpose. If grant funds will be used for the expansion of an existing program, applicants must explain how proposed activities will supplement, not supplant, current program activities and staff positions. Agencies may not deliberately reduce local, federal, state funds, or other funds because of the existence of these grant funds. A written certification may be requested by ICJIA stating that these funds will not be used to supplant other state, local, federal, or other funds.
- j) Proposed Subawards and Subcontracts. Applicants may propose to enter subawards or subcontracts under this award, each of which involve different rules and applicant responsibilities. A subaward carries out a portion of the grant agreement while a contract is often for obtaining goods and services for the grantee's own use. (44 Ill. Admin Code 7000.240). If a third party will provide some of the essential services or develop or modify a product that the applicant has committed to provide or produce, ICJIA may consider the

agreement with the third party a subaward for purposes of grant administration.

Applicants must classify each expense in the contractual budget as a subaward or subcontract. The substance of the agreement, not the title or structure of the agreement, will determine whether it is a subaward of a subcontract. Applicants are advised to use the “Checklist for Contractor/Subrecipient Determinations” available at the GATA Resource Library for guidance:

<https://gata.illinois.gov/content/dam/soi/en/web/gata/documents/archived-forms/support-legacy/subcontractor-checklist-final-08-19-15-fillable.pdf>.

Applicants are required to justify their use of subawards and explain their capacity to serve as “pass-through” entities in the program narrative. Applicants will monitor subaward compliance with grant terms, applicable federal and state law including the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Award, 2 C.F.R. Part 200, GATA, and ICJIA policies. Proposed subawards must be identified, if possible, and their roles described in both the program and budget narratives.

For procurement contracts, applicants are encouraged to promote free and open competition in awarding contracts. All subcontracts must comply with federal and state requirements.

- k) Subject to ICJIA Rules. Even where not mentioned above, all grantees are subject to ICJIA’s rules and policies, found here: <https://icjia.illinois.gov/grants/rules-regs-policies>

7. Requirement Prior to Submitting the Application

- a. All Applicants must register their organization at the Illinois Grant Accountability and Transparency Act (GATA) Grantee Portal: <https://grants.illinois.gov/portal/> .
- b. To submit an application, approved individuals for an organization must be a registered via the GATA Grantee GATA Portal and identified as an AmpliFund user.

Applicant Technical Assistance Recording. Applicants are advised to view the following technical assistance recordings prior to application submission:

Additional resources are:

- [Register in the GATA Grantee Portal](#)
- [Creating a GATA Grantee User Account](#)
- [Register in AmpliFund](#)
- [Complete the application in AmpliFund](#)
- [Getting to know GATA and the GATA Grantee Portal](#)
- [Learn about the: Online Self-paced Grant Course: Your Recipe for Grant Success](#)

A. Application Review Information

Application materials must address all components of this NOFO and demonstrate both a need for the program and an ability to successfully implement the program.

Reviewers will score applications based on completeness, clear and detailed responses to program narrative questions, and inclusion of all mandatory program elements as well as past performance history and/or financial standing with ICJIA. The applicant must demonstrate that costs are reasonable, necessary, and allowable.

The total number of points available: 100

Scoring Criteria	Possible Points
Summary of the Program:	5
1. Applicant provides overview of the project, need for the project, area to be served, and capacity to complete the project.	5
Statement of the Problem/Description of Need:	15
1. The applicant provides demographic information on the population and area(s) to be served; specifying outreach to underserved groups that will be served by your program.	5
2. The applicant provides a clear and accurate picture of the need for the project within the catchment area, including current trends or issues, service gaps or unmet needs in the community.	10
Project Implementation:	63
1. The applicant provides an explanation of how the SFS program fits within their agency's mission and work.	3
2. The applicant describes at minimum 2 anticipated barriers or challenges to implementation of the proposed project, as well as strategies to address them.	4
3. The applicant describes the processes by which children exposed to violence and their families are identified in the community by their agency. Additionally, the applicant describes how the identification and referral system reaches traditionally underserved (e.g., ethnic, or racial minority) populations.	7
4. The applicant indicates whether their SFS coalition's purpose is solely focused on SFS or is part of a larger coalition and purpose. If the coalition's purpose is a part of a larger coalition, the applicant provides a description of the coalition's purpose, membership, and how the SFS program fits within the coalition's mission.	3

5. The applicant describes their plan for SFS Coalition activities (meetings, newsletters, events, etc.). Additionally, the applicant describes how their coalition helps inform the work of the program.	7
6. Applicant lists current and/or anticipated coalition member agencies, including if they are required or recommended, their role in the program, and if they submitted a letter of support. A minimum of 2 letters of support from current or potential coalition member agencies is required.	4
7. The applicant discusses how they plan to recruit, engage, and maintain members to their SFS Coalition, including who is responsible for recruiting, engaging, and maintaining committee members.	4
8. The applicant describes how assessments will be completed, including but not limited to, which staff will administer them; time needed to complete the assessments; when assessments are administered (both initially and throughout the client's service plan); how the assessments will be used to engage and educate parents; and how the assessment results will be used in service planning.	4
9. The applicant describes the clinical modality(ies) and case management practices utilized and the rationale for this/these approach(es). They indicate which staff provide these services, their language proficiencies, and locations and times the services are offered.	6
10. The applicant describes the case tracking and record keeping processes as well as how information is shared among providers, both internally and externally, and how confidentiality is maintained when such information sharing occurs.	3
11. The applicant describes plans to provide public awareness, including types of activities, frequency, and audience.	4
12. The applicant explains how assessment data will be entered into the SFS database, including information regarding who will enter data and how frequently data will be entered.	3
13. The applicant provides a description of training for SFS staff, including information about onboarding new staff as well as providing opportunities for continuing education.	4
14. The applicant describes the clinical supervision that SFS staff receive, including approach and frequency, and if the supervision is conducted in-house or contracted to an outside agency. Additionally, a description of how their agency mitigates vicarious trauma among staff is provided.	4
15. The applicant provides clear and realistic steps in the implementation and operation of the proposed program, detailing the staff position responsible for each task, and including a target date for completion.	3
Project Management:	6

1. The applicant provides convincing evidence that their agency is capable of carrying out the proposed program, including fiscal, administrative, and programmatic ability to manage grant. This should include experience, staffing patterns, and qualifications to comply with GATA fiscal and administrative requirements. This section should include an explanation of any recent changes in policies and procedures to improve fiscal, administrative, or programmatic capacity.	3
2. The applicant describes organization's experience managing state and federal grants.	3
Goals and Performance Metrics:	6
1. The applicant provides clear and realistic performance metrics.	6
Budget Detail:	5
1. Budgeted items are cost-effective in relation to the proposed activities.	3
2. Narrative is complete for all line items, clearly detailing how the applicant arrived at and calculated the budget amounts.	2
Total Possible Points	100

1. Review and Selection Process

Applications must receive an average score of 70 points for funding consideration. Funding recommendations will be based on an evaluation of compiled scores from the evaluation panels, as well as the incorporation of all the program requirements.

Selection of proposals that pass the screening process will be based on:

Sequence of the scoring criteria used	Scoring Criteria
1	Highest-scoring application for each region
2	Second highest-scoring application for each region
3	Applications with next highest score regardless of region
4	Available funding
5	Highest score: Program Design
6	Highest score: Statement of the Problem
7	Highest score: Project Management
8	Highest score: Goals, Objectives, and Performance Indicators

In the chart above, categories 5, 6, 7, and 8 will be used if there is a tie in scoring for category 3.

For the purposes of this NOFO, the geographic regions (see Attachment 1) include:

- Northern outside Cook and Collar counties
- Collar counties
- Cook County
- Central counties
- Southern counties

All applications are screened for completeness including GATA pre-qualification and ICQ submission for the current state fiscal year. Applications that are not complete will not be reviewed and will be denied.

Selection of proposals that pass the screening process will receive an automated AmpliFund notification stating that the application has been “approved” and designated for scoring and review. Scoring will be based on the scoring criteria outlined in the previous section (Section E.1.). The highest scored proposal will be selected. Based on available funding, the next highest scored proposal(s) may be selected. Proposals will be reviewed by a panel of ICJIA staff and stakeholders.

Selected applicants will receive a separate automated AmpliFund notification announcing the award of the grant.

ICJIA may invite applicants to answer clarifying questions and modify budgets that include unallowable or unreasonable costs. NOFO application budgets will be reviewed for allowability, completeness, and cost-effectiveness. ICJIA will perform an in-depth budget review of all grants awarded and may require budget modifications that do not materially change the nature of the program.

Successful applicants whose applications contained unallowable or unreasonable costs may have their awards reduced by the total amount of those costs. Upon applicant acceptance of the grant award, announcement of the grant award shall be published by ICJIA to the GATA portal. Review team recommendations will be forwarded to ICJIA Budget Committee for approval. Applicants will be notified of the ICJIA Budget Committee's decision.

2. Appeal Process

Unsuccessful applicants may request a formal appeal of the evaluation process. Evaluation scores and funding determinations may not be contested and will not be considered by ICJIA's Appeals Review Officer. Appeals must be received in writing within 14 calendar days after the date of publication of the grant award. The appeal must include, at a minimum, the following:

- The name and address of the appealing party;
- An identification of the grant (i.e., CSFA number); and
- A statement of reasons for the appeal.

The appeal must be sent to:

Appeals Review Officer
Illinois Criminal Justice Information Authority
CJA.ARO@Illinois.gov

ICJIA will acknowledge receipt of an appeal within 14 days of receipt. ICJIA will respond to the appeal, in writing, within 60 days or explain why more time is required.

The appealing party must supply to the State awarding agency any additional information requested within the time period identified in the request for additional information.

ICJIA will resolve the appeal by a written determination, which will include:

- Review of the appeal.
- Appeal determination.
- Rationale for the determination.
- Standard description of the appeal review process and criteria.

3. Debriefing Process

Unsuccessful applicants may request a debriefing for feedback to improve future applications. Debriefings include written advice on the strengths and weaknesses of applications using the evaluation and review criteria.

Requests for debriefings must be made via email and submitted within seven calendar days after receipt of notice. Debriefing requests will not be granted if there is an active appeal, administrative action, or court proceeding. The written debriefing requests shall include:

- The name and address of the requesting party.
- Identification of grant program.
- Reasons for the debrief request.

Please send requests to:
Jashay Fisher-Fowler
Illinois Criminal Justice Information Authority
CJA.Safefromthestartgrants@Illinois.gov

B. Award Administration Information

1. State Award Notices

The ICJIA Budget Committee is scheduled to review and approve SFS designations on June 16, 2025.

ICJIA will transmit a Notice of State Award (NOSA) and the grant agreement to successful applicants after the Budget Committee reviews and approves designations. The NOSA will detail specific conditions resulting from pre-award risk assessments that will be included in the grant agreement. The NOSA will be provided and must be accepted through the Grantee Portal unless another distribution is established. The NOSA is not an authorization to begin performance or incur costs.

The following documents must be submitted prior to the execution of an agreement:

- Audit Information Sheet
- Programmatic Risk Assessment
- 501c3 determination (or redetermination) letter that is dated within the past five years.

2. Administrative and National Policy Requirements

In addition to implementing the funded project consistent with the approved project proposal and budget, agencies selected for funding must comply with applicable grant terms and conditions and other legal requirements, including the Grant Accountability and Transparency Act and the U.S. Department of Justice Grants Financial Guide.

Additional programmatic and administrative special conditions may be required.

3. Reporting

Recipients must submit periodic financial reports, periodic performance reports, final financial and performance reports, and, if applicable, an annual audit report in accordance with the 2 CFR Part 200 Uniform Requirements. Future awards and fund drawdowns may be withheld if reports are delinquent.

C. State Awarding Agency Contact(s)

For questions and technical assistance regarding application submission, contact:

Jashay Fisher-Fowler
Illinois Criminal Justice Information Authority
CJA.Safefromthestartgrants@Illinois.gov

D. Other Information

The Illinois Criminal Justice Information Authority (ICJIA) is a state agency dedicated to improving the administration of criminal justice. ICJIA brings together key leaders from the justice system and the public to identify critical issues facing the criminal justice system in Illinois, and to propose and evaluate policies, programs, and legislation that

address those issues. The statutory responsibilities of ICJIA fit into four areas: grants administration; research and analysis; policy and planning; and information systems and technology.

Neither the State of Illinois nor ICJIA are obligated to make any award as a result of this announcement. The ICJIA Executive Director or designee has sole authority to bind ICJIA to the expenditure of funds through the execution of grant agreements.

Applications submitted in response to this Notice of Funding Opportunity are subject to the Illinois Freedom of Information Act (FOIA). Information the applicant believes should be exempt under FOIA should be identified and the basis of the exemption should be provided.

Attachment 1

Regional Classifications of Counties

Northern outside Cook and collar counties	Central counties		Southern counties
Boone	Adams	Menard	Alexander
Carroll	Brown	Mercer	Bond
DeKalb	Bureau	Montgomery	Calhoun
Grundy	Cass	Morgan	Clark
Jo Daviess	Champaign	Moultrie	Clay
Kendall	Christian	Peoria	Clinton
LaSalle	Coles	Piatt	Crawford
Lee	DeWitt	Pike	Cumberland
Ogle	Douglas	Putnam	Edwards
Stephenson	Edgar	Rock Island	Effingham
Whiteside	Ford	Sangamon	Fayette
Winnebago	Fulton	Schuyler	Franklin
McHenry	Greene	Scott	Gallatin
	Hancock	Shelby	Hamilton
	Henderson	Stark	Hardin
Cook County	Henry	Tazewell	Jackson
	Iroquois	Vermilion	Jasper
Collar counties	Kankakee	Warren	Jefferson
DuPage	Knox	Woodford	Jersey
Kane	Livingston		Johnson
Lake	Logan		Lawrence
Will	McDonough		Madison
	McLean		Marion
	Macon		Massac
	Macoupin		Monroe
	Marshall		Perry
	Mason		Pope
			Pulaski
			Randolph
			Richland
			St. Clair
			Saline
			Union
			Wabash
			Washington
			Wayne

			White
			Williamson