

**BULLYING PREVENTION NOFO INSTRUCTIONS**  
**NOFO # 2118-0202**

<b>Task</b>	<b>Date</b>
NOFO posted	February 2, 2026
Technical Assistance Recording	February 2, 2026
NOFO question submission deadline	March 6, 2026
<b>Applications due</b>	<b>March 12, 2026</b>
Budget Committee review/approval of recommended designations	TBD
Performance Period	after October 1, 2026 - June 30, 2027

**CHECKLIST**

Prior to application due date:

- 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
- Applicants must be in ‘Good’ standing with all GATA prequalification requirements.

**Application Submission via AmpliFund**

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/03d79ba3-ba9b-4803-9432-9b580535e254>

Criminal Justice Information Authority – 2118-0202 Bullying Prevention (BP)

To be considered for funding, completed applications must be submitted via the above AmpliFund link by the application deadline of March 12, 2026. ICJIA encourages applicants to review the Technical Assistance Webinar of that webinar which will be posted at [https://youtu.be/\\_HDBDn-0X60](https://youtu.be/_HDBDn-0X60) , for more information on how to apply.

**Uniform Notice for Funding Opportunity (NOFO)**  
FY27 Bullying Prevention

	<b>Data Field</b>	
1.	Awarding Agency Name:	Illinois Criminal Justice Information Authority (ICJIA)
2.	Agency Contact:	Lajuana Murphy Acting Public Service Administrator, Violence Prevention Illinois Criminal Justice Information Authority 60 E. Van Buren Blvd, 6 <sup>th</sup> Floor, Chicago, Illinois 60605 <a href="mailto:CJA.BullyingPreventionNOFO@Illinois.gov">CJA.BullyingPreventionNOFO@Illinois.gov</a> 312-793-8550
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:	2118-0202
6.	Funding Opportunity Title:	Bullying Prevention
7.	CSFA Number:	546-00-2118
8.	CSFA Popular Name:	Bullying Prevention
9.	CFDA Number(s):	NA
10.	Anticipated Number of Awards:	5-10
11.	Estimated Total Program Funding:	\$700,000
12.	Award Range	\$65,000-75,000
13.	Source of Funding:	<input type="checkbox"/> Federal or Federal pass-through <input checked="" type="checkbox"/> State <input type="checkbox"/> Private / other funding
14.	Cost Sharing or Matching 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:	02/02/2026
17.	Application Range:	Minimum \$65,000 Maximum: \$75,000
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, which will be available beginning on 02/02/2026, at 10:00 a.m. <a href="https://youtu.be/HDBDn-0X60">https://youtu.be/HDBDn-0X60</a>
	Amplifund Application Submission Link	<a href="https://il.amplifund.com/Public/Opportunities/Details/03d79ba3-ba9b-4803-9432-9b580535e254">https://il.amplifund.com/Public/Opportunities/Details/03d79ba3-ba9b-4803-9432-9b580535e254</a>

## Notice of Funding Opportunity

### Bullying Prevention

NOFO # 2118-0202

#### A. Program Description

In the FY25 Illinois budget, ICJIA received a \$700,000 appropriation to support Bullying Prevention Program services across Illinois. This funding opportunity will provide bullying prevention grants to schools and community-based organizations that offer supportive services.

##### *Purpose*

Bullying refers to actions in which an individual in an imbalanced power relationship intentionally and repeatedly inflicts, or attempts to inflict, injury or discomfort on another.<sup>i</sup> Traditional bullying includes physical aggression, verbal threats and insults, and exclusion from groups.<sup>ii</sup> Cyberbullying has emerged as a less traditional form of bullying, coinciding with increased use of technology and the internet, and includes activities that occur via electronic means, such as text messaging, emails, websites, or other forms of social media.<sup>iii</sup>

In 2020, 1 in 4 Illinois youth reported experiencing bullying, and 1 in 6 reported experiencing cyberbullying, with variances seen by data source and groups examined.<sup>iv</sup> In developing the ICJIA Statewide Violence Prevention Plan, researchers conducted an Illinois needs assessment and found that certain groups reported higher rates of bullying than others, including:

- LGBTQ youth, including those who identify as transgender and those who do not identify as female, male, or transgender; and gay, lesbian, or bisexual youth.
- Native American/American Indian and multiracial youth.
- Youth across Illinois counties (*Appendix A*).
- Middle school youth.

Bullying is a form of youth violence that creates an adverse childhood experience. This is important as adverse childhood experiences have been linked to physical health issues, mental health issues, and decreased opportunity in adulthood.<sup>v</sup> The ICJIA Statewide Violence Prevention Plan found that youth who experienced bullying and cyberbullying were significantly more likely to report feeling sad or hopeless and suicidal ideation than youth who did not report experiencing any form of bullying.<sup>vi</sup>

Addressing bullying is important in any context, but especially in the school setting because “bullying can affect the social environment of a school, creating a climate of fear among students, inhibiting their ability to learn, and leading to other antisocial behavior.”<sup>vii</sup> Because bullying is seen as a form of violence, many interventions take a violence prevention approach guided by public health principles, which generally categorize initiatives according to when they are implemented or the population they aim to serve.<sup>viii</sup> This funding opportunity will focus on the following categories:

- **Primary prevention<sup>ix</sup>**- addressing the risk factors for violence before violence even occurs. Funding will support efforts to define and address a school's climate and/or community level activities to reduce bullying.
- **Secondary and tertiary prevention<sup>x</sup>** - addressing those at the greatest risk for violence and those who are involved in violence. Funding will support supportive services within a school that will address those at risk for bullying or those already involved.

Anti-bullying programs can approach prevention in many ways (e.g., addressing the general population or targeting youth who are already involved in bullying). Anti-bullying programming varies across locations (e.g., in –a school setting) and among those involved in program activities (e.g., students, staff, and/or families). Furthermore, anti-bullying programs are not the only way to potentially prevent and reduce bullying behaviors, reduce risk factors for bullying, and improve protective factors against bullying. Positive youth development programming works to set youth on positive life trajectories and may help to reduce the risk for bullying and victimization.<sup>xi</sup>

## ***2. Program Design and Requirements***

This funding opportunity will be open to schools and community-based agencies. ICJIA asks applicants to address bullying prevention through positive school climate activities and supportive services in the following ways:

### School climate and/or Community level activities

- Bullying prevention and pro-social campaigns, events, etc.
- Education and awareness
- Student/youth groups such as youth leadership, gay/straight alliance, etc.
- Planning to determine what school-based BP policies and procedures are necessary.
- Implementation of school bullying prevention policies and procedures
- Implementation of evidence informed bullying prevention program.

### Supportive Services

Staff to support students in the community, classrooms, in groups, or individually. This includes the broad range of supports from early intervention to clinical supports (including education and awareness for those who have been bullied and those who have used bullying behaviors) and can address bullying and related mental health challenges, such as suicide prevention.

## ***3. Goals and Performance Metrics***

Funded programs will be required to submit quarterly progress reports that will minimally include the demographic, service types and hours, successes and challenges based on the objectives the applicant agencies propose after being selected for funding.

#### ***4. Evidence-Based Programs or Practices***

Applicants are strongly urged to incorporate research-based best practices into their program design, when appropriate.

### **B. Funding Information**

State funds will support this program. Applicants may apply to expand existing projects with new awards.

#### ***1. Award period***

Grant awards under this funding opportunity will begin upon execution of the grant agreement, with the earliest possible starting date being October 1, 2026. The initial performance period will run through June 30, 2027. Additional funding support may be made available following the initial period for up to 27 months, contingent upon satisfactory performance and the availability of funds. The total grant funding period for this program will not exceed 36 months.

#### ***2. Available Funds***

A total of \$700,000 is available through this solicitation. Applicants may request a minimum of \$65,000 and a maximum of \$75,000 in grant funding.

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

### **C. Eligibility Information**

Before applying for any grant, all entities must be registered through the Grant Accountability and Transparency Act (GATA) Grantee Portal at [www.grants.illinois.gov/portal](http://www.grants.illinois.gov/portal). During the open application period, a pre-qualification verification is performed in the GATA Implementation Website, which 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 must be in ‘Good’ standing with all GATA prequalification’s at the time of application and must remain in ‘Good’ standing throughout the NOFO process. If an applicant falls out of ‘Good’ standing at any point during the application &/or review process, their application will be disqualified and will not be scored.

Applicants are also required to submit a financial and administrative risk assessment via the GATA Grantee Portal, utilizing an Internal Controls Questionnaire (ICQ) for the current state fiscal year and obtain approval from their cognizant agencies at the time of application. If SFY 2027 ICQ is available, please complete. Delay in obtaining ICQ approval will result in a delay in grant execution.

### **1. Eligible Applicants**

Schools and community-based organizations may apply.

### **2. Cost Sharing or Matching**

Not applicable.

### **3. 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.

All grantees must complete an indirect cost rate negotiation or elect the De Minimis Rate to claim indirect costs. Indirect costs claimed without a negotiated rate or a De Minimis Rate election on record in the GATA Grantee Portal indirect cost rate system may be subject to disallowance.

Limitations on indirect costs restrict the amount and/or type of indirect costs that are allowed to be charged to grant awards. Indirect cost limitations and restrictions must be clearly stated in this section. For example, the grant award may be subject to state and federal statutory requirements that limit the allowability of costs. The maximum amount allowable under a limitation cannot exceed the total amount under the NICRA. State and federal statutes may restrict the amount of salary that can be charged to a grant award, if the base salary exceeds the Federal Executive Level II Pay Scale. If additional statutory restrictions or limitations are

imposed, such as parameters for direct administrative costs, facility costs, and indirect administrative cost levels, those restrictions or limitations must be stated in this section. The statutory reference or guidance imposing the indirect cost limitation or restriction must also be stated within this section.

Grantees have discretion not to claim payment for indirect costs. Grantees that elect not to claim 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.

Code of Federal Regulations / Title 2 - Grants and Agreements / Vol. 1 / 2014-01-01191



## Application and Submission Information

### **1. Accessing Application Package**

Paper copies of the application materials may be requested from Lajuana Murphy by calling 312-793-8550 or writing Lajuana Murphy at 60 E Van Buren, Suite 650, Chicago, Illinois 60605; via Telephone Device for the Deaf (TDD) (312)793-4170, or by email at [CJA.BullyingPreventionNOFO@Illinois.gov](mailto:CJA.BullyingPreventionNOFO@Illinois.gov) submitted via the AmpliFund grant management system: <https://il.amplifund.com/Public/Opportunities/Details/03d79ba3-ba9b-4803-9432-9b580535e254>

### **2. Content and Form of Application Submission**

Applications must be submitted in AmpliFund.

#### Application Formatting

Applicants should submit all attachments in PDF or Word format with clear file names unless otherwise indicated in AmpliFund. Only include requested materials. Keep responses concise and define acronyms on first use. Include a detailed budget and budget narrative. Any missing documentation will result in the application not being scored. Review the application for completeness before submitting, as changes cannot be made after submission unless the system reopens for revisions.

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

Applicants are required (unless the applicant is an individual or Federal or State awarding agency that is exempt from those requirements under 2 CFR § 25.110(b) or (c), or has an exception approved by the Federal or State awarding agency under 2 CFR § 25.110(d)) to:<sup>1</sup>

- 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 <https://grants.illinois.gov/portal/>.

- 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

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<sup>1</sup> 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).

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., March 12, 2026, to be considered for funding.

Applications must be submitted via AmpliFund:

<https://il.amplifund.com/Public/Opportunities/Details/03d79ba3-ba9b-4803-9432-9b580535e254>

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.BullyingPreventionNOFO@Illinois.gov](mailto:CJA.BullyingPreventionNOFO@Illinois.gov)

## ***5. Application Questions***

Questions may be submitted via email at [CJA.BullyingPreventionNOFO@Illinois.gov](mailto:CJA.BullyingPreventionNOFO@Illinois.gov). The deadline for submitted questions is 5:00 p.m. on March 6, 2026. All substantive questions and responses will be posted on the ICJIA website at <https://icjia.illinois.gov/gata/https://grants.icjia.cloud/https://gata.icjia.cloud/>. 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.

## ***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](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
  - Alcohol
  - Lobbying
- c) Allowable expenses. All expenses must be 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:

### Personnel/Contractual and related Fringe Benefits:

- Direct service staff, including, but not limited to:
  - Staff to support students in classrooms, in groups or individually. This includes staff providing a broad range of supports such as early intervention and clinical supports.

- A coordinator that will spend most of their time in the school environment to implement the program, coordinate services, and support students and teachers.

### Training

- Training for agency/school staff, teachers, and students.

### Travel

- Transportation to allow students to safely attend off site programming.

### Supplies

- Program supplies directly related to programming, including, but not limited to:
  - Evidence Based practice (EBP) program curricula.
  - Supplies to support bullying prevention and pro-social events.
  - Supplies to support student/youth groups, such as youth leadership groups and gay/straight alliances.
- Office supplies directly related to funded staff needs.

### Food for program participants

- Grantees may use grant funds to provide food for program participants as a line in their budgets if it is necessary for the program and if the cost is reasonable. (*Appendix B*).

Indirect costs (must be approved in GATA portal for budget inclusion).

For additional Guidance see the Budget Allocation Guide of Allowable Expenses for State Violence Prevention Grants. (*Appendix C*).

- d) **Pre-Award Costs are not** permitted in the first year. In subsequent years, pre-award costs incurred at the beginning of the grant period, prior to execution, may be allowed.

Pre-award Costs are costs incurred between the start date of the grant's period of performance and the date ICJIA executes your grant agreement.

- 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://www2.illinois.gov/cms/Employees/travel/Pages/TravelReimbursement.aspx>. Out-of-state hotel rates 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.

Supplanting. Grant funds must be used to supplement existing funds for program activities and must not replace those 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.

Supplanting will be the subject of application review, as well as pre-award review, post-award monitoring, and audit. If there is a potential presence of supplanting, the applicant or grantee will be required to supply documentation demonstrating that the reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal and state funds.

- g) Proposed Subawards and Subcontracts. Applicants may propose to enter into 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 or a subcontract. Applicants are advised to use the "Checklist for Contractor/Subrecipient Determinations" available at the GATA Resource Library for guidance:

<https://www.illinois.gov/sites/gata/pages/resourcelibrary.aspx>.

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.

## ***6. Other submission Requirements***

Applications must be submitted in AmpliFund.

## ***7. Requirement Prior to Submitting the Application***

1. All Applicants must register their organization at the Illinois Grant Accountability and Transparency Act (GATA) Grantee Portal: <https://grants.illinois.gov/portal/> .
2. To submit an application, approved individuals for an organization must be registered via the 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. <https://youtu.be/HDBDn-0X60>

## **D. Application Review Information**

### ***1. Criteria***

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.

Applications will be reviewed by ICJIA staff and/or external experts. All applicants may receive up to 10 additional points based on their responses to the Equity Bonus Questions, for a grand total of 110 points.

Scoring Criteria	Possible Points
<b>Summary of the Program:</b>	<b>10</b>
<p>1. Please provide a detailed summary of your proposed program. Your summary should include:</p> <ul style="list-style-type: none"> <li>• The main components and activities of the program.</li> <li>• Where will program activities will take place.</li> <li>• Details on the participant group the program will engage (e.g., age, gender, cultural characteristics)</li> <li>• The types of services or interventions that will be provided.</li> <li>• Description of any Evidence Based Programs or Evidence Based Strategies utilized</li> <li>• Estimated number of individuals who are expected to participate or be served by the program.</li> <li>• Number of hours of programming to be provided per week, per participant.</li> <li>• Number of weeks of programming per year.</li> <li>• Number of participants anticipated.</li> <li>• Criteria for program completion</li> </ul>	
<b>Statement of the Problem: Community* Description and Need</b>	<b>15</b>
<p>2. Please provide a description of the community your program will serve. Include the following information (support with relevant statistical data):</p> <ul style="list-style-type: none"> <li>• Population and demographics of the community (e.g., age, gender, cultural or socioeconomic characteristics).</li> <li>• Relevant needs or issues in the community, including but not limited to bullying.</li> <li>• At least one key challenge the community faces.</li> <li>• At least one strength or asset within the community.</li> <li>• Your agency's role in the community and how it is positioned to address these challenges.</li> </ul>	
<b>Project Implementation:</b>	<b>20</b>
<p>3. Please describe your proposed school climate and/or community-level programming. In your response, include (10 points):</p>	10

<ul style="list-style-type: none"> <li>• A clear overview of the program activities you plan to implement. Include Evidence Based Programs or Evidence Based Strategies utilized.</li> <li>• How each activity addresses the specific needs of the target population.</li> <li>• How the activities contribute to creating a positive, safe, and supportive environment.</li> <li>• Any strategies to engage participants.</li> <li>• Strategies to encourage staff, and the broader community in these activities.</li> </ul>	
<p>4. Please describe your proposed Supportive Services program. In your response, include the following (10 Points):</p> <ul style="list-style-type: none"> <li>• A clear description of the program activities or services you will provide.</li> <li>• How each activity addresses the specific needs of the target population.</li> <li>• How these activities support participants in achieving program goals or improving outcomes.</li> <li>• Strategies for engaging participants and ensuring services are accessible, culturally appropriate, and effective.</li> <li>• Any partnerships or community resources leveraged to enhance service delivery.</li> </ul>	10
<b>Project Management and Agency Capacity:</b>	<b>15</b>
<p>5. Please describe your agency's experience in conducting bullying prevention efforts. In your response, include (3 Points):</p> <ul style="list-style-type: none"> <li>• The types of bullying prevention programming your agency has implemented.</li> <li>• The populations served through these programs (e.g., age, demographics, setting).</li> <li>• The outcomes or impact of these efforts (e.g., evaluation results, changes in knowledge, behavior, or community conditions).</li> <li>• Any partnerships or collaborations that strengthened your bullying prevention work.</li> </ul>	3
<p>6. Please describe how your proposed program will collaborate with other agencies, communities*, and/or schools. In your response, include (3 points):</p> <ul style="list-style-type: none"> <li>• The specific partners (e.g., agencies, schools, community groups) involved in the collaboration.</li> </ul>	3



<ul style="list-style-type: none"> <li>• The roles and responsibilities of each partner in supporting the program.</li> <li>• How collaboration will strengthen program activities and outcomes.</li> <li>• Any formal agreements, referral processes, or coordination strategies that will support collaboration.</li> </ul>	
<p>7. If your proposal includes the use of subawards, please describe your agency's capacity to serve as a pass-through entity. In your response, include <b>(Not Scored)</b>:</p> <ul style="list-style-type: none"> <li>• Your agency's experience managing subawards or similar funding arrangements.</li> <li>• The systems, policies, and procedures in place to ensure compliance, monitoring, and accountability.</li> <li>• The rationale for using subawards and how they will support program goals.</li> <li>• How your agency will oversee and support subrecipients to ensure successful performance.</li> </ul>	Not Scored
<p>8. Please list and describe all staff positions that will be involved in the proposed project (regardless of funding source). In your response, include (3 Points):</p> <ul style="list-style-type: none"> <li>• The title of each staff position.</li> <li>• The roles and responsibilities associated with each position.</li> <li>• Identify staff that will be paid with ICJIA funds.</li> <li>• The percentage of time (FTE) each position will dedicate to the project, if applicable.</li> <li>• Which staff position will serve as the primary contact with ICJIA and be responsible for grant execution and compliance.</li> </ul>	3
<p>9. Please describe the goals of your proposed program. In your response, include (3 Points):</p> <ul style="list-style-type: none"> <li>• The specific goal(s) your program aims to achieve.</li> <li>• The intended outcomes or changes for participants, schools, or the community because of the program.</li> <li>• How these outcomes will address bullying and support a safe, positive, and inclusive environment.</li> <li>• The timeframe in which you expect to achieve these outcomes during the grant period.</li> </ul>	3
<p>10. Please describe the short-term activities your program will complete to achieve its objectives and goals. In your response, include specific examples such as (3 Points):</p>	3

<ul style="list-style-type: none"> <li>• Hiring or assigning staff.</li> <li>• Conducting surveys or assessments (e.g., school climate surveys).</li> <li>• Purchasing or developing program materials.</li> <li>• Other preparatory or foundational activities necessary to implement the program successfully.</li> </ul>	
<b>Implementation Schedule</b>	<b>10</b>
Complete the table, defining each step in the implementation and operation of the proposed program and detailing the staff position responsible for each task. Include a target due date. Do not use personnel names/identifiers. If selected for funding, ICJIA will use the information in this chart to ensure grantees are adhering to the timeframes provided. Add additional lines, as needed.	10
<b>Goals and Performance Metrics:</b>	<b>20</b>
For each objective, provide quantitative metrics whenever possible (e.g., number of participants trained, % demonstrating increased knowledge). Include numeric targets where applicable and add any program-specific goals, objectives, or measures not previously listed. Ensure all items are realistic, measurable, and aligned with the purpose of the program, as reviewers will use this information to assess feasibility and potential impact	20
<b>Budget Detail:</b>	<b>10</b>
Budgeted items are cost-effective in relation to the proposed activities.	5
Narrative is complete for all line items, clearly detailing how the applicant arrived at and calculated the budget amounts.	5
<b>Total Possible Points</b>	<b>100</b>

### EQUITY QUESTIONS

1. State the agency's headquarters address and describe its location in relation to the community* to be served. Explain how the agency's presence, accessibility, and connection to the community* support equitable access to services, particularly for populations most impacted by bullying.	5
2. Describe how your agency's staff includes individuals with lived experience and/or who reflect the demographics of the community* to be served. Explain how this representation supports equitable program design, engagement, and outcomes.	5
<b>Total Possible Points</b>	<b>10</b>

## ***Review and Selection Process***

Proposals that pass the merit review process will be awarded based on the following criteria:

<b>Sequence of Scoring Criteria Used</b>	
1	Highest Scoring Application
2	Available Funding
<b>Sequence of Tie Breakers Used</b>	
1	Highest Score: Equity Questions
2	Highest Score: Program Design
3	Highest Score: Statement of the Problem
4	Highest Score: Project Management
5	Highest Score: Goals, Objectives and Performance Indicators

All applications will be screened for completeness including GATA pre-qualification and ICQ submission for the current state fiscal year. Incomplete applications will not be reviewed.

Proposals that pass the screening process will receive an automated AmpliFund notification stating that the application has been designated for scoring and review. Scoring will be based on the scoring criteria outlined in the previous section (Section E.1).

Proposals will be reviewed by a panel of ICJIA staff and stakeholders. Proposals with the most points will be selected, based on available funding. Selected applicants will receive a separate automated AmpliFund notification confirming the grant award.

ICJIA reserves the right to reject incomplete proposals, proposals that include unallowable activities, proposals that do not meet eligibility or program requirements, and proposals that are otherwise unsatisfactory. 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 Budget Committee for approval. Applicants will be notified of the Budget Committee's decision.

## ***5. 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. The appeal must be via email and submitted within 14 calendar days after either the date the grant award notice is published or receipt of a Funding Opportunity Declination Letter from ICJIA, whichever comes first. The written appeal must include, at a minimum, the following:

- Statement indicating a request for a formal appeal.
- The name and address of the appealing party
- Identification of the grant program
- A statement of reason for the appeal

Please send your appeal to:

Appeals Review Officer  
Illinois Criminal Justice Information Authority  
[CJA.ARO@Illinois.gov](mailto:CJA.ARO@Illinois.gov)

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

## ***6. Debriefing Process***

Unsuccessful applicants may request a debriefing for feedback to improve future applications. Debriefings include written and/or verbal 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 7 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:

Lajuana Murphy  
Illinois Criminal Justice Information Authority  
[CJA.BullyingPreventionNOFO@Illinois.gov](mailto:CJA.BullyingPreventionNOFO@Illinois.gov)

## **E. Award Administration Information**

### ***1. State Award Notices***

The ICJIA Budget Committee is scheduled to review and approve designations in August 2026. Date subject to change.

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:

- Programmatic Risk Assessment
- Grantee Conflict of Interest Disclosure Form

### ***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 Senate Bill 251; Public Act 103-0589, GATA, 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, progress reports, final financial and progress 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.

Grantees must maintain records of the actual food costs and how the food supported its program. For events, grantees must maintain records of the event, including receipts for food and other costs and the number of participants.

## **F. State Awarding Agency Contact(s)**

For questions and technical assistance regarding application submission, contact:

Lajuana Murphy

## G. 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 because 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). Any information that the applicant believes should be exempt under FOIA should clearly highlight the information that is exempt and the basis of the exemption.

See this website for more information about ICJIA: <http://www.icjia.state.il.us/>

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<sup>i</sup> Olweus, D. (1994). Bullying at school: Basic facts and effects of a school based intervention program. *The Journal of Child Psychology & Psychiatry*, 35(7), 1171-1190. <https://dx.doi.org/10.1111/j.1469-7610.1994.tb01229.x>.

<sup>ii</sup> Ericson, N. (2001). *Addressing the problem of juvenile bullying*. Office of Juvenile Justice and Delinquency Prevention.; Olweus, D. (1994). Bullying at school: Basic facts and effects of a school based intervention program. *The Journal of Child Psychology & Psychiatry*, 35(7), 1171-1190. <https://dx.doi.org/10.1111/j.1469-7610.1994.tb01229.x>; U.S. Department of Health and Human Services. (n.d.). *What is bullying?* <https://bit.ly/2VWPTYW>.

<sup>iii</sup> Wolke, D., & Lereya, S. T. (2015). Long-term effects of bullying. *Archives of Disease in Childhood*, 100(9), 879-885. <https://dx.doi.org/10.1136/archdischild-2014-306667>.

<sup>iv</sup> Garthe, R. C., Smith, D. C., & Freeman, S. (2020). *Illinois Criminal Justice Information Authority statewide violence prevention plan 2020-2024: Review of programs and strategies, needs assessment of violence in Illinois & recommendations for funding*. Illinois Criminal Justice Information Authority.; Weisner, L., & Mock, L. (2022). *Youth bullying: An overview and related interventions*. Illinois Criminal Justice Information Authority.

<sup>v</sup> Centers for Disease Control and Prevention. (n.d.). *Violence Prevention*. <https://bit.ly/3sO1vTY>.

<sup>vi</sup> Garthe, R. C., Smith, D. C., & Freeman, S. (2020). *Illinois Criminal Justice Information Authority statewide violence prevention plan 2020-2024: Appendix #2. Needs assessment of violence in Illinois*. Illinois Criminal Justice Information Authority.

<sup>vii</sup> Ericson, N. (2001). *Addressing the problem of juvenile bullying*. Office of Juvenile Justice and Delinquency Prevention.

<sup>viii</sup> Escamilla, J. (2020). *Violence prevention: Basic ideas for approaches and coordination*. Illinois Criminal Justice Information Authority.

<sup>ix</sup> Abt, T. P. (2017). Towards a framework for preventing community violence among youth. *Psychology, Health, & Medicine*, 22(S1), 266-285. <http://dx.doi.org/10.1080/13548506.2016.1257815>; Escamilla, J. (2020). *Violence prevention: Basic ideas for approaches and coordination*. Illinois Criminal Justice Information Authority. <https://icjia.illinois.gov/researchhub/articles/violence-prevention-basic-ideas-for-approaches-and-coordination#fn17>.

<sup>x</sup> Abt, T. P. (2017). Towards a framework for preventing community violence among youth. *Psychology, Health, & Medicine*, 22(S1), 266-285. <http://dx.doi.org/10.1080/13548506.2016.1257815>; Escamilla, J. (2020). *Violence prevention: Basic ideas for approaches and coordination*. Illinois Criminal Justice Information Authority. <https://icjia.illinois.gov/researchhub/articles/violence-prevention-basic-ideas-for-approaches-and-coordination#fn17>.

<sup>xi</sup> Weisner, L. (2020). *Youth development: An overview of related factors and interventions*. Illinois Criminal Justice Information Authority. <https://bit.ly/3vgWYuX>.