



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY - SPRINGFIELD**

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**Safe from the Start Implementation
NOFO # 2116-0125**

RESPONSE TO APPLICANT QUESTIONS

Friday, February 14, 2025 – Thursday, February 20, 2025

Question

Good morning, I just submitted our application yesterday and realized that there was nowhere to upload our 501c3 in Amplifund as stated in the NOFO.

Is this something that we will submit if awarded or do I need to get back into our application and upload it somewhere?

Answer

This is form that can be submitted when awarded.

Question

I have a question about the process for defining the catchment area. Is there a size of catchment area that ICJIA prefers for a SFS focus area? For example, is a neighborhood like Englewood or Auburn Gresham too small of a catchment area?

Similarly, can we elect to serve two non-contiguous geographic areas? For example, Back of the Yards (or zip code 60609) AND an area that includes Englewood and Auburn Gresham (zip codes 60621 and 60620), but not the space between them. Or should it be one, discreet and continuous geographic area?

Answer

There is not a size for the catchment area. Yes, you can choose two non-continuous geographic areas but there won't be an increase in the award amount.

Questions

For the Safe From the Start (SFS) grant, if the Notice of Funding Opportunity (NOFO) specifies that the application should be uploaded as a Word document, does that mean the document should include signatures within the Word file, or should we submit both the Word document and a separate signed PDF? Additionally, if adjustments are needed, is it possible to withdraw and re-upload the application after submission?

Similarly, regarding the Excel budget, should we submit the Excel file as-is and also upload signed PDF versions of the signature pages?

Answer

No, the application doesn't require a signature when submitting a word document. I'm unaware of being able to withdraw applications and resubmitting them.

Question

My name is Shree Royal. I am the Founder of Annie's Girls Charitable Foundation Inc. I am reaching out to ask if it is okay to put my physical address on the NOFO Questionnaire (pages 1 through 4) when [Sam.gov](#) has the physical address listed as the mailing address. I am asking because if I were to correct it on their end, it could take up to 14 days to complete and that will put me outside of the deadline.

Also, is the 4 NOFO questions uploaded into the amplifund portal or is there an email address that I can send it to. I understand that it's due on 2/20/2025. Thank you.

Answer

To be safe, enter both addresses and label them as mailing/physical. Yes, the NOFO questions are located in Amplifund. Per the NOFO and TA recording, the application deadline is 2/24/2025.

Question

I see a pre application deadline of 2/20 and wanted to see if there was something I needed to submit for pre application? I plan to upload our full application Thursday end of business.

Answer

Please disregard that piece of information.

Question

I had a quick question about the Letters of support requirement. We currently have cooperative agreements with primary partners and plan to include them in our Safe From the Start programming. Will those cooperative agreements be considered equivalents to letters of support or general MOUs? Or do we need separate letters from those partners specifically referencing the SFS program? Please advise, thank you.

Answer

Yes, those cooperative agreements can be considered equivalent.

Question

We are applying for the SAFE From START program for our agency, The Legacy Community Foundation, Inc.

During the SAM.gov UEI identification process, we learned that there is a 12-day waiting period to obtain the CAGE number. We expect to be notified by February 28.

As we are eager to provide much-needed resources to the City of Joliet, we would like to confirm whether we can submit our application through Ampifund without the CAGE

number and update it once we receive the CAGE number and expiration date. Please advise us on the proper procedure to ensure our application is processed correctly.

Answer

I recommend you submit the application.

Question

We're working on our FY26 ICJIA SFS grant and were wondering if we can use our existing Program Assistant position to fulfill the duties of the SFS Coordinator position. Or do are we required to hire an SFS Coordinator position in addition to our Program Assistant position?

Answer

Yes.

Question

I would like to clarify what is meant by “Informed Consent Forms signed for services” found in the Updated Goals and Objectives Performance Measures/Standards Goal 1. (See copies image below). Is this consent for mental health treatment or for research to be put into the SFS database. Meaning mental health treatment as in consenting to therapeutic treatment or as in consent for participation in research with data entry into the SFS database. As they are two different consents.

Answer

For research.

Question

Do they want us to list our Agency name or the supporting Agency's name following instructions on page 13. If you would like our Agency's Name, then should we number the letters of support and submit individually **or** combine all the letters of support into one PDF document?

Answer

Combine the letters of support to submit one document.

Question

- 1) I am not sure where to submit the 501(c)(3) Letter as requested from page 13 of the instructions. I have not found a place through Amplifund to upload this document.

United States Internal Revenue Service *“Agency Name – IRS 501c3”*
501(c)(3) determination letter - (Non-Profit Agency Required)

- 2) In addition, when I copy and paste responses into Amplifund, the formatting is off with bullet points/ numbers of references, when I use the numbering/ bullet options in Amplifund it is changing the font away from Arial and I can't change it specifically to Arial size 12 per the instructions on page 1 of the narrative. Will

this be a concern leading to “failure to comply with formatting requirements may lead to application disqualification.”

Answer

You can submit the 501(c)(3) if awarded the grant. Secondly, no that will not disqualify your application.

Question

I have one more question. In the instructions that talks about pre qualifications it also states we must upload our Non profit status Tax Exempt Statement PDF. However, in the GATA portal there is not section that specifically has that listed. Should we upload it at the end with our budget under that tab?

Answer

You can.