

Notice of Funding Opportunity

School Resource Officer Grant Program Fiscal Year 2023

Submission deadline: Thursday, November 17, 2022, by 12:00 p.m. (noon) EST

Summary

In an effort to create safe and secure learning environments, the Michigan Legislature has provided a \$25 million appropriation for the Michigan State Police (MSP) Grants and Community Services Division (GCSD) to award and administer grants to public schools, public school districts, and intermediate school districts (ISDs) to improve the safety and security of students, staff, and school buildings by partnering with county and local law enforcement to secure at least one school resource officer (SRO). The School Resource Officer Grant Program (SROGP) is funded from the state fiscal year (FY) 2023 school aid fund as appropriated in 2022 Public Act (PA) 144 and requires grantees to provide a 50 percent cash match. Grant funds will be awarded competitively.

Eligibility

Applications will be accepted directly from public schools, public school districts, and ISDs. *Nonpublic schools are not eligible.* Applications must be for SRO assignments at buildings that house some or all pre-K to grade 12 classrooms and pupils.

Only one application per school, district, and ISD will be reviewed. If a district or ISD submits an application relating to a school building and a public school within that district or ISD also submits an application for funding in relation to that same school building, the MSP GCSD will not allocate funding twice for that school building. If a school, district, or ISD submits or is included in more than one application, the MSP GCSD will consider the most recent application submitted in considering funding.

SROs are to be employees of a county or local law enforcement agency, supervised and managed by their employing agency; however, the grant application must be submitted by, and the funds awarded to, a public school, public school district, or ISD. All applications must come from schools/districts/ISDs that are providing full-day, in-person instruction to students. SROs must be placed in the SRO position no earlier than August 1, 2022, to provide coverage during routine school hours and school-sponsored activities outside the instructional day at the regular rate of pay.

Amount Available

Total appropriation: \$25 million with a required 50 percent cash match.

The total amount requested in an application may not exceed 50 percent of the actual costs for salary, benefits, and SRO-specific training per SRO position over the entire grant performance period of three full years. Overtime pay is not eligible under the SROGP.

All awards are funded on a *reimbursement-only basis* (award funds are provided as a reimbursement to the grantee for eligible expenditures documented and paid).

Priority

Priority will be given to applicants that do not currently have an SRO employed in the school/district/ISD, including those that did not have an SRO prior to August 1, 2022, but have placed a new SRO in a school/district/ISD on or after August 1, 2022.

Budget Performance Period

Grant awards will be for no longer than a 36-month period, commencing no earlier than August 1, 2022, and no later than August 1, 2023. The budget performance period must start when an SRO is placed in their position in order to be eligible for SROGP funding. Therefore, grants will be awarded for the following performance periods:

- August 1, 2022 – July 31, 2025
- September 1, 2022 – August 31, 2025
- October 1, 2022 – September 30, 2025
- November 1, 2022 – October 31, 2025
- December 1, 2022 – November 30, 2025
- January 1, 2023 – December 31, 2025
- February 1, 2023 – January 31, 2026
- March 1, 2023 – February 28, 2026
- April 1, 2023 – March 31, 2026
- May 1, 2023 – April 30, 2026
- June 1, 2023 – May 31, 2026
- July 1, 2023 – June 30, 2026
- August 1, 2023 – July 31, 2026

Application Submission Deadline

The application is available via the following [link](#).

This application does NOT require any forms to be signed, scanned, or emailed.

A completed application must be submitted no later than 12:00 p.m. (noon) EST on Thursday, November 17, 2022. The time of receipt by the MSP GCSD is determined by the timestamp provided by Microsoft Forms when the application is complete and submitted. Applicants are strongly encouraged to submit their application in advance of the due date to avoid any delays in electronic mail delivery. There will be no extensions of this deadline. Applications submitted on or after 12:01 p.m. EST on Thursday, November 17, 2022, will not be considered for funding.

Due to the anticipated volume of applications, the MSP GCSD is unable to notify applicants of any errors or omissions in submitted applications or overlapping/contradictory submissions.

Award Notification Process

Beginning on or before Tuesday, January 17, 2023, the MSP GCSD will begin the distribution of award letters and grant agreement documents, as well as denial of funding notifications, to all applicants. The MSP GCSD reserves the right to continue the notification process beyond Tuesday, January 17, 2023.

Grant agreements shall be signed by the grantee's authorized official and returned to the MSP GCSD (instructions and deadlines will be provided along with the grant agreement). The GCSD Director will sign the grant agreements and a copy of the executed agreement will be returned to the grantee.

GCSD Contact Information

For questions about this solicitation or any of the FY 2023 SROGP materials, please email MSP-SchoolSafety@michigan.gov.

Public Disclosure of Application

Application contents are subject to the Freedom of Information Act, 1976 PA 442, MCL 15.231 et seq.

General Information

Program Purpose

To provide and administer grants to public schools, public school districts, and ISDs to improve the safety and security of students, staff, and school buildings by partnering with local law enforcement to secure at least SRO. Funds shall be used to establish an SRO position to do the following in service at the school, district, or ISD:

- Assist school administration in ensuring the physical safety of school buildings of the school, district, or ISD and the individuals inside the school buildings.
- Work with school administration to develop and/or update safety procedures (e.g., emergency operations plan) for potential threats in school buildings of the school, district, or ISD.
- Welcome, counsel, and mentor students as advisors and role models.
- Educate students about law-related topics, as appropriate.
- De-escalate aggression that occurs between students or between students and school, district, or ISD staff.

SRO Specifics

According to the state of Michigan, [Final Recommendations of the School Safety Task Force – November 2018](#), SROs are broadly defined as fully empowered Michigan Commission on Law Enforcement Standards licensed law enforcement officers employed by law enforcement agencies. SROs are assigned to work in and around the public/charter/private school or school district educational buildings and facilities and function as the primary liaison between law enforcement and the school community. An SRO is further defined by the [National Association of School Resource Officers \(NASRO\)](#) as a carefully selected, specifically trained, and properly equipped law enforcement officer with sworn authority, trained in school-based law enforcement and crisis response and assigned by an employing law enforcement agency to work collaboratively with one or more schools using community-oriented policing concepts.

SROs should have the demonstrated ability, interest, and skills necessary to work with youth, school personnel, and the public to solve problems. SROs are strongly encouraged to attend the following trainings:

- [NASRO Basic SRO Course](#)
- [NASRO Advanced SRO Course](#)
- [MSP Teaching, Educating, and Mentoring \(TEAM\) School Liaison Program](#)

Each SRO must be assigned to one or more designated schools and spend the majority of their time working in that school building(s) or with families associated with the assigned school(s).

Under this grant program, an SRO is full-time if they are employed year-round and is dedicated to the school during all school hours. For scheduled school breaks, including summer break, the law enforcement agency has flexibility to assign the SRO as needed in other areas of the agency. However, the SRO should still be dedicated to school issues that arise during the school breaks.

Grant funds shall be used to:

- Establish new SRO positions to be funded in part by the SROGP.
 - Under this funding opportunity, funds may be requested for more than one SRO at a school but will only be considered if funding is available.
- Pay salary and fringe benefits for full- or part-time SROs.
- Fund the SRO position only.

Grant funds shall **not** be used to:

- Pay for general security (i.e., other law enforcement officers or security personnel) during school sponsored events.
- Pay for any employees who are not in the role of an SRO.
- Pay for extracurricular and coaching activities where compensation is paid to the SRO or would be paid to school employees.
- Pay for overtime (i.e., a rate of pay beyond the base rate).
- Purchase equipment, supplies, firearms, vehicles, or other non-personnel related costs.

Memorandum of Agreement (MOA)

An MOA must be established between the school/district and the law enforcement agency and reviewed annually by both parties. The MOA is expected to set forth the powers and duties of the SRO. The MOA must include provisions that recognize the SRO **shall not** be involved in enforcing school discipline. The signed MOA must be submitted to the MSP GCSD no later than 30 days after the award is accepted. After 30 days, SROGP funds will be suspended and non-reimbursable until the MOA is received. A sample MOA will be sent to all awardees.

Budget Performance Period

Grant awards will be for no longer than a 36-month period, commencing no earlier than August 1, 2022, and no later than August 1, 2023. The budget performance period must start when an SRO is placed in their position in order to be eligible for SROGP funding. Therefore, grants will be awarded for the following performance periods:

- August 1, 2022 – July 31, 2025
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- June 1, 2023 – May 31, 2026
- July 1, 2023 – June 30, 2026
- August 1, 2023 – July 31, 2026

Selection Criteria

This is a competitive grant program. Applications will be selected for funding based on:

- **Eligibility** – Applicants must meet, or otherwise be in compliance with, all requirements identified in this guide.
- **Completeness and Accuracy** – Information and data shall be free of typos, misspellings, grammatical errors, miscalculations, or any other inaccuracies.
- **Funding priorities** – Priority will be given to applicants that do not currently have an SRO employed in the school/district/ISD including those that did not have an SRO prior to August 1, 2022, but have placed a new SRO in a school/district/ISD on or after August 1, 2022.

Additionally, an adequate geographic distribution of funds throughout the state may also be considered when determining awards.

Completed applications will be reviewed by a diverse committee of unbiased reviewers with expertise in school administration and school safety. This review process ensures selection of applicants that best meet the criteria and appropriation requirements listed in this guide. The committee makes final award decisions. ***The decision not to award a grant, or to award a grant at a particular funding level, is not subject to appeal to any GCSD, MSP, review committee, or state of Michigan official.***

Application Instructions

The application can be completed at the following [link](#).

*This application does **NOT** require any forms to be signed, scanned, or emailed.*

Important Information

The MSP reserves the right to award funds for an amount other than that which was requested. The decision not to award a grant, or to award a grant at a particular funding level, is not subject to appeal to any GCSD, MSP, review committee, or state of Michigan official.

There is no limit to the number of SRO positions that can be requested on a single application.

Applicant Information

School or District – The applicant is the school or district that has the authority and responsibility for the administration of the project in accordance with project conditions. The applicant is not the person completing the application.

School District – For single school applicants, name of the school district to which the applicant belongs.

County – County in which the applicant is located and/or provides services. Applicants that provide services in more than one county must use the location of the main administrative office and list other(s) in the *Additional Counties* field that follows in the application.

Additional Counties Served – Applicants that provide services in more than one county must identify the other counties served.

Intermediate School District Name – The ISD to which the applicant or applicant's school district is affiliated or resides within.

Applicant FEIN – Federal employer identification number issued to the applicant by the Internal Revenue Service.

SIGMA ID – The identification number assigned to the school or district in the state of Michigan's Vendor Self-Service system (SIGMA). For questions regarding SIGMA, contact the SIGMA Help Desk at SIGMA-Vendor@michigan.gov or 888-734-9749.

SIGMA Address Code – The location code assigned in SIGMA to the desired payment information for the applicant. Codes are generally formatted as ### or XX### (examples: 001, 010, 200, AD001, etc.).

Contact Information

The same person shall not serve as both the Authorized Official and the Financial Officer.

Point of Contact – The person from the applicant's school/district with overall responsibility for project management and ensuring that all grant guidelines and requirements are met.

Financial Officer – The person from the applicant's school/district responsible for the financial accounting of project related expenditures (**must be different than the Authorized Official**).

Authorized Official – The person from the applicant's school/district authorized to enter into an agreement with the MSP in order to accept grant funds (**must be different than the Financial Officer**).

School Resource Officer Assignment

Building information for each SRO assignment (SRO name or agency is not necessary at this time). SRO assignments must be at buildings that house some or all pre-K to grade 12 classrooms and pupils (e.g., not childcare, administration, transportation buildings, etc.).

Project Narrative

Applicants are required to select SRO responsibilities (A below) and also provide a brief narrative as part of this application (B and C below). **Responses to B and C each should not exceed 500 words.** Applicants are strongly encouraged to compose their responses to B and C in a separate document and copy and paste into the application (*attachments are not permitted*).

In the application, please label each response as B or C and keep each one at or below 500 words.

- A. *Choose one or more of the responsibilities of the SRO:*
- i. Assist school administration in ensuring the physical safety of school buildings of the school, district, or ISD and the individuals inside the school buildings.
 - ii. Work with school administration to develop and/or update safety procedures (e.g., emergency operations plan) for potential threats in school buildings of the school, district, or ISD.
 - iii. Welcome, counsel, and mentor students as advisors and role models.
 - iv. Educate students about law-related topics, as appropriate.
 - v. De-escalate aggression that occurs between students or between students and school, district, or ISD staff.
- B. *Describe how the SRO will maintain, improve, and/or enhance the safety and climate of the school.*
- C. *Describe the plan for sustaining the SRO position following the end of the grant performance period.*

Examples of cash match

Example 1: *Central City School District receives an award of \$150,000. Through their partnership with the Central City Police Department (CCPD) an SRO will be assigned to the district's high school. The salary and benefits paid to the SRO by the CCPD for the three-year grant period total \$100,000 per school year. Documented in their MOA, the district agrees to reimburse the CCPD half of the SRO's total annual compensation quarterly. In January, the CCPD provides payroll documentation to the district confirming that the SRO received \$25,000 in compensation and benefits from October - December. The district submits the necessary reports and supporting documentation to the MSP GCSD and requests a reimbursement payment of \$12,500. The MSP subsequently provides a reimbursement payment to the district in the amount of \$12,500, which the district will pay directly to the CCPD. This will continue for each quarterly reporting period until a total of 36 months has lapsed.*

Example 2: *North County Consolidated Schools receives an award of \$300,000. Through their partnership with the Jamestown County Sheriff's Office (JCSO) an SRO will be assigned to the district's high school and a second SRO to the middle school. The total salary and benefits paid to the two SROs by the JCSO is \$200,000 (\$100,000 for each SRO) per school year. Documented in their MOA, the district agrees to pay the JCSO \$12,500 quarterly, per SRO. The JCSO provides the district with payroll documentation confirming the SROs received at least \$12,500 in salary and benefits each, from October - December. In January, the district submits the necessary reports and supporting documentation (i.e., all payroll documentation provided by the JCSO and documentation of the district's payment to the JCSO) to*

the MSP GCSD for reimbursement. The MSP subsequently issues a reimbursement payment to North County Consolidated Schools in the amount of \$25,000. This will continue for each quarterly reporting period until a total of 36 months has lapsed.

Example 3: *Southeast Community Schools (SCS) receives an award of \$150,000. Through their partnership with the Union Metro Department of Public Safety (UMDPS) one SRO will be assigned to the district's high school beginning August 1, 2022. The salary and benefits paid to the SRO by the UMDPS for the three-year grant period is \$100,000 per school year. Documented in their MOA, the district agrees to pay \$50,000 for each school year to cover the match. However, due to the start date of August 1, 2022, the UMDPS has already paid \$50,000 from August 1, 2022, through January 31, 2023, for the salary and benefits of the SRO. Therefore, the district submits the necessary reports and documentation to the MSP GCSD for reimbursement and uses the grant funding to reimburse the UMDPS \$25,000 for each of the next two quarters of the first year, and beginning with the 2023-24 school year, SCS agrees to pay the UMDPS \$12,500 for each quarterly reporting period until a total of 36 months has elapsed.*