Contents

1. Application Guidance Overview

The U.S. Department of Homeland Security's (DHS) Center for Prevention Programs and Partnerships (CP3) anticipates releasing the Fiscal Year (FY) 2023 Targeted Violence and Terrorism Prevention (TVTP) Grant Program Notice of Funding Opportunity (NOFO) in the spring of 2023. At that time, the application window may be as short as 30 days, due to the time it takes to competitively review applications and make awards before the funds expire. This document is intended to provide the information that prospective applicants will need in order to develop their applications and prepare to apply within the compressed timeframe. *This guidance uses several terms that may not be familiar to all readers; please find important definitions beginning on Page 42 of this document.*

NOTE: This guidance is not a solicitation for applications. This document does not contain the final details regarding this anticipated funding opportunity**.** Interested applicants should refer to the NOFO upon its release for the official solicitation, technical submission instructions, and additional federal award information and requirements not included in this document.

2. Targeted Violence and Terrorism Prevention (TVTP) Grant Program Overview

American communities continue to be vulnerable to the threats of targeted violence and terrorism, forms of violence that impact our collective sense of security and freedom as Americans. The Center for Prevention Programs and Partnerships (CP3) helps to prevent targeted violence and terrorism through funding, training, increased public awareness, and the development of partnerships across every level of the government, the private sector and in local communities across our country. Leveraging an approach informed by public health research, CP3 brings together mental health providers, educators, faith leaders, public health officials, social services, nonprofits, and others in communities across the country to help people from heading down the pathway to violence and intervening prior to them committing violent attacks. The Targeted Violence and Terrorism Prevention Grant Program provides financial assistance to eligible applicants to develop sustainable, multidisciplinary targeted violence and terrorism prevention capabilities in local communities, to pilot innovative prevention approaches, and to identify prevention best practices that can be replicated in communities across the country.

Lone offenders and small cells of individuals motivated by a range of violent extremist ideologies, of both domestic and foreign origin, represent the most persistent terrorism-related threat facing the United States. Amongst Domestic Violent Extremists (DVEs), racially or ethnically motivated violent extremists, including white supremacists, likely will remain the most

lethal DVE threats. Since 2020, however, we have also seen a significant increase in anti-government and anti-authority violent extremism, particularly from militia violent extremists, which typically target law enforcement, elected officials, and government personnel and facilities. Foreign terrorist organizations continue to motivate supporters, including homegrown violent extremists (HVEs), to carry out attacks in the United States, both within and from beyond our borders. Al-Qa'ida and ISIS have been diminished by longstanding pressure, but their networks and affiliates have diffused and persisted, often in areas of enduring conflict or lacking governance. If funded, this program will continue to support projects that prevent all forms of targeted violence and terrorism as well as projects that focus on preventing the most pressing current targeted violence and terrorism threats.

Many violent extremists exploit online platforms to spread hate, sow discord and division, and promote narratives to encourage violence. This program supports online, in-person, and hybrid programs that address the threat of online promotion of violence as well as the threat of violence in physical spaces. Many states have developed state targeted violence and terrorism prevention strategies, and this program supports the development and implementation of state, regional, or community targeted violence and terrorism prevention strategies.

3. Anticipated Federal Award Information

Anticipated Available Funding for the NOFO: $20,000,000.00

Anticipated Average Award Amount: ~$575,000.00

See Section 8 "Application Tracks" for target award amounts for each project type. These amounts are not a minimum or maximum award, but if the applicant requests an amount that deviates significantly (defined as deviation of 25% or more) from the target award amount for the applicable track or project type, DHS will require the applicant to include a detailed justification and budget breakdown.

Period of Performance: **24 Months**

Projected Period of Performance Start Date(s): **10/01/2023**

Projected Period of Performance End Date(s): **09/30/2025**

Funding Instrument Type: **Grant**

Limited No-Cost Extensions (NCEs) to the period of performance may be allowed, subject to the review and discretion of the program office. Requests must be submitted to the program office at least 60 days before closeout and must contain a specific and compelling justification as to why an extension is required. Requests will generally only be considered for extensions of one or two quarters (3 months or 6 months). For more information on NCEs, please consult the NOFO upon its release.

4. Priorities and Objectives

All projects submitted to the TVTP Grant Program must meet the objectives of the program as outlined below. Additionally, DHS encourages applicants to submit projects that meet one or more of the priorities established for FY23. These priorities were developed based on gaps DHS has identified in current targeted violence and terrorism prevention programming in the U.S.

a. Priorities

The FY23 TVTP Grant Program will have the following priorities:
- Implementing Prevention Capabilities in Small and Mid-Sized Communities;
- Advancing Equity in Awards and Engaging Underserved Communities in Prevention[1];
- Addressing Online Aspects of Targeted Violence and Terrorism;
- Preventing Domestic Violent Extremism; and
- Enhancing Local Threat Assessment and Management Capabilities.

b. Objectives:

Over the past few years, the TVTP Grant Program has sought to support the development of prevention programs and capabilities in accordance with the September 2019 Strategic Framework for Countering Terrorism and Targeted Violence and in support of the terrorism prevention objectives in the March 2021 Interim National Security Strategic Guidance. The grant program also directly supports Strategic Goal 2.1, *Strengthen Domestic Terrorism Prevention Resources and Services* of the June 2021 National Strategy for Countering Domestic Terrorism and is part of Goal 1 of the DHS Strategic Plan, Countering Terrorism and Homeland Security Threats.

The TVTP Grant Program has six objectives as described below. Each objective has corresponding outcomes described in Section 14, "Objectives and Outcomes." The TVTP Grant Program seeks to provide funding to applications that align with these objectives and that protect privacy, civil rights, and civil liberties. Please see Section 15 "Research, Resources, and Definitions" for additional resources that can be referenced to design project proposals:

1. The local community has awareness of the signs that someone may be escalating towards violence and of the threats of targeted violence and terrorism.
2. The local community has awareness of both the risk factors for – and the protective factors against – escalation to violence. Risk factors are defined as *negative characteristics that may increase the likelihood that an individual is moving toward*

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[1] An underserved community refers to populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life. See Page 40 for additional information.

violence. Protective factors are defined as p*ositive characteristics that may decrease the likelihood that an individual may move toward violence.*[2]

3. Members of the local community engage the broadest and most diverse set of local stakeholders, sharing resources and best practices and building trusted partnerships to address targeted violence and terrorism.
4. Members of the local community can act on bystander training and help individuals before they escalate to violence by understanding the role of, and the means to contact, threat assessment and management teams.
5. Members of the local community have access to multi-disciplinary threat assessment and management teams comprised of individuals such as psychologists, educators, faith leaders, medical personnel that can provide support to an individual *before* an act of violence takes place.
6. The local community has programs that address risk factors for, and strengthen protective factors against, escalation to violence, including recidivism reduction programming.

5. Anticipated Eligibility Information

a. Eligible Applications
- Local governments as defined by 2 C.F.R. § 200.1
- Federally recognized Indian tribes as defined by 2 C.F.R. § 200.1
- Nonprofits with 501(c)(3) IRS status
- Institutions of higher education as defined by 2 C.F.R. § 200.1
- State governments as defined by 2 C.F.R. § 200.1

b. Applicant Eligibility Criteria
Applicants will be required to demonstrate that they have sufficient authority and capacity to implement a project outlined in Section 8, "Application Tracks," including the capability to engage the participants they propose to include in their projects.

c. Other Eligibility Criteria
Privacy, Civil Rights, and Civil Liberties: Proposed projects shall protect individual privacy, civil rights, and civil liberties. Applications shall describe any potential impacts to privacy, civil rights, and civil liberties and ways in which applicants will prevent or mitigate those impacts and administer their projects in a nondiscriminatory manner. Applications that describe programs, projects, or activities that do not appropriately protect privacy, civil rights, or civil liberties will be deemed ineligible for funding.

Completeness: Applications must include all required elements (See Section 12, "Project Narrative Components Overview" and Section 7, "Submission Instructions, Required Application Components, and Application Submission Resources"), as well as specific requirements of the projects they are proposing. This includes performance measures for each

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[2] Unless otherwise stated, the term "violence" within this document refers specifically to targeted violence and terrorism. See Section 15 sub-section (e) "Definitions" for definitions of these and other key terms

project type (See Section 8, "Application Tracks"). Failure to provide a complete application, or any significant deviation from the requirements, may result in an application being deemed ineligible and not reviewed or scored.

Research: Projects that consist only of research are not eligible under this program. Research is an allowable expense; however, applicants must propose to implement one or more prevention capabilities during the period of performance and must demonstrate how any proposed research will support that implementation. For any research involving Human Subjects, please review Section 13, sub-section "Protection of Human Subjects in Research."

6. Anticipated Application Timeline

Anticipated Application Open Date: **March 1, 2023**

Anticipated Application Deadline on Grants.gov: **April 25, 2023**

Anticipated Application Deadline in ND Grants: **May 2, 2023**

Anticipated Award Date: No later than **September 30, 2023**

All applications must be received by the established deadlines in the NOFO. The application will not be considered complete until the required components listed in Section 7 below are submitted in the Non Disaster Grants System (ND Grants). Please consult the NOFO upon its release for the official application deadlines and key application submission instructions. Applications received after the deadline will not be considered.

7. Expected Submission Instructions, Required Application Components and Applicant Submission Resources

Applicants must consult the FY23 TVTP NOFO upon its release for detailed submission instructions.

As described in Section 8 "Application Tracks," DHS expects to seek applications in two different tracks, "Promising Practices" and "Innovation." Applicants that plan on applying to both tracks must submit two separate applications and may only submit one application per track.

Preliminary Application Requirements:
- Employer Identification Number (EIN) from the Internal Revenue Service
- Account with Login.gov and active SAM registration
  - Please note: the SAM registration process can take as long as six weeks

Application Components Submitted on Grants.gov:

- SF-424, Application for Federal Assistance

- Lobbying Form, Certification Regarding Lobbying

Final Application Components Submitted on ND Grants:
- Completed Electronically in ND Grants
  - SF-424A, Budget Information
  - SF-424B, Standard Assurances
  - SF-LLL, Disclosure of Lobbying Activities
- Uploaded into ND Grants
  - Indirect Cost Agreement (if applicable)
  - Project Narrative (see further guidance below)

A number of resources regarding the application submission process are available on CP3's TVTP Grant Program Resource page to assist applicants with the preliminary application requirements, Grants.gov submission requirements and ND Grants submission requirements, including:
- CP3 TVTP Grants Fact Sheets:
  - How to Apply Fact Sheet
  - Obtaining EIN Fact Sheet
  - ND Grants Registration Fact Sheet
  - SAM Registration Fact Sheet
- ND Grants Instructional Videos
- Grants.gov Instructional Videos and Resources

The Project Narrative must be uploaded in ND Grants as a *single* combined PDF attachment. The Project Narrative must have the following components:
- Cover Page
  - The name of the entity applying
  - The primary location (city/county and state/D.C./territory) of the applicant and the location(s) of activities (if different)
  - The name of the application track
  - The name of the project type (or types if applying in multiple Promising Practice types)
  - The amount of funds requested
  - Project abstract, approximately 200 words, suitable for public release, describing the core elements of the proposed project
- Body
  - Needs Assessment
  - Program Design
  - Organization and Key Personnel
  - Sustainability
  - Budget Detail and Narrative
- Appendices:
  - Implementation and Measurement Plan (IMP)
  - Resumes/CVs of Key Personnel

- o Documentation of Support
- o Letters of Recommendation (Optional)

The page limit for the "Body" of the Project Narrative (see above bullets) is 15 pages for both the Innovation and Promising Practices tracks.

Applications that do not follow the page limit and formatting requirements will be subject to a 5-point deduction in their final application score (See Section 10: "Application Scoring Information" for further information on how your application will be scored). Additional formatting instructions for the Project Narrative can be found below:

Project Narrative Formatting Requirements:
- Page Limit: The project narrative must be no longer than 15 pages in both application tracks or the application will be subject to a 5-point deduction in the final application score
- Spacing: 1.0
- Typeface: Times New Roman 12 pt. font (exceptions for citations and tables)
- Margins: 1 inch
- Indentation/Tabs: Applicant's discretion
- Page Orientation: portrait; exception: landscape may be used for tables and Implementation and Measurement Plan (IMP)
- Citations (in-text, endnote/footnote): Allowed. Typeface allowed for citations: Times New Roman, 10, 11, or 12 pt. font sizes.
- Graphics such as pictures, models, charts, and graphs will be accepted (within the page limits) but are not required.
- Primary font color will be black; however, other colors may be used for emphasis as appropriate.
- Bold or italicized font may be used.

Table format is acceptable where appropriate (e.g., logic model, timelines) but not mandatory (exception: the budget section must follow the table template provided inSection 12 "Application Narrative Components Overview" of this guidance).

8. Anticipated Application Tracks

DHS intends to fund proposals that follow two application tracks:

1. **Promising Practices:** This track will fund prevention projects that reach all segments of their community or as part of in-person or online-focused prevention initiatives at the national or local level. There are eight promising practices project types. Applicants may propose one or more project types to include in their project. The project type(s) submitted must align with one or more of the eight general project types, including the required elements outlined under the "Promising Practices" track below. Applicants in this track by definition have already met one or more of the Objectives outlined in Section 4 "Priorities and

Objectives." DHS anticipates funding approximately $13,500,000 in awards in the Promising Practices track.

2. **Innovation:** This track will fund prevention projects that approach the broader goal of targeted violence and terrorism prevention in new or untested ways. This can include a project that does not generally fall within the eight specified project types under "Promising Practices," or anew theory of change that has not been previously implemented. Given the competitive nature of this track we recommend applying in the promising practices track if your project proposal can be aligned to one or more of the promising practices. DHS anticipates funding approximately $6,500,000 in awards in the Innovation Track.

All applicants should clearly indicate whether they are applying for the Promising Practices or Innovation track, identify the project types included in the application, and adhere to the requirements and other guidance provided in each track/project description.

As stated in Section 7 "Submission Instructions," applicants may only submit one application per funding track. Therefore, the maximum number of applications an applicant can submit is two, one each for the "Promising Practices" and "Innovation" tracks.

Each project contains a target funding level; this is neither a maximum nor a minimum. Applicants are encouraged to build a budget that best reflects the lowest cost to accomplish their project, considering among other things the size of their proposed audience, local cost of living, prevailing wages, or costs of procuring necessary services. The needs assessment described in Section 12 "Project Narrative Components Overview" should identify if there are resources in other programs that can be leveraged to lower the cost to the federal award. While all projects should contain a clear estimation of the size of their audience and other factors impacting their budgets, proposed projects that request an award amount that deviates more than 25% from the target award amount listed in this Section must include a clear justification for the deviation in the budget narrative submitted with their application.

All projects require the recipient to gather and report to DHS on specific program monitoring measures, or in some cases, identify performance measures that align with the goals, objectives, and outcomes in Section 4, "Priorities and Objectives." Upon award, DHS will provide additional guidance to recipients clarifying expectations around program monitoring measures, and recipients, by virtue of applying, agree to meet DHS' expectations for data collection.

Applicants should refer to Section 13, sub-sections "Privacy of Project Participants and Beneficiaries" and "Protection of Human Subjects in Research" when designing their data collection methods; adherence to these provisions helps ensure that project participants are properly protected in accordance with federal laws, regulations, DHS policy as well as any applicable state, tribal, or local laws.

a. **Promising Practices Track**

Successful applicants will describe how the various activities included in their funding request will support the objectives outlined in Section 4, "Priorities and Objectives." Applicants that require participation of other organizations will include sufficient evidence that there is support for such work through letters of support, letters of intent, or memoranda of understanding.

1. Required Program Monitoring Measures:

    - All required performance measures for each proposed project are identified below. These measures should be factored into the appropriate section of each applicant's "Implementation and Measurement Plan" (IMP).

    - Other measures sufficient to ensure the project is being implemented as designed and as determined by DHS following award.

2. Anticipated Award Range: $100,000 to $800,000. The requested amount should be broken down by each project type included in the application. The budget narratives should consider the guidance on the target award amounts of the included projects and include well supported costs associated with operating other activities proposed.

Target Award Amounts Stack. For example, an applicant proposing a program with two project types "Raising Societal Awareness" (Target Award Amount: $175,000) and "Civic Engagement" (Target Award Amount: $60,000) would have a total target award amount of $235,000.

Applicants will also be required to provide an assessment of the severability of the proposed projects in this track and rank the projects by priority in the event there is not sufficient funding to fund the entire proposal.

Project Type	Target Award Amount
1. Raising Societal Awareness	$175,000
2. Understanding Violent Content	$115,000
3. Civic Engagement	$60,000
4. Youth Resilience Programs	$90,000
5. Threat Assessment and Management Teams	$350,000
6. Bystander Training	$115,000
7. Referral Services	$175,000
8. Recidivism Reduction and Reintegration	$230,000

Promising Practices Project Types:

1. Raising Societal Awareness

    a. Eligible entities may apply for funding to raise awareness of targeted violence and terrorism prevention for community members (law enforcement, service providers, faith leaders, and other audiences). Awareness raising activities shall focus on risk factors and protective factors (as defined above) for individuals escalating to violence. DHS Community Awareness Briefings can be requested by applicants and customized for local needs. Applicants may propose specific awareness raising activities for specific audiences such as faith groups, schools, workplaces, etc.

    b. Required Program Monitoring Measures:
        *   Number of awareness raising sessions or initiatives conducted.
        *   Number of participants at each awareness raising session or number of participants reached via each awareness raising initiative.
        *   Average aggregate change in knowledge of those reached via awareness raising activities.
        *   Where possible, this performance measure can be measured by designing and administering pre- and post- tests to those who take the participate in awareness raising activities to better understand their change in knowledge as result of the activity. This will enable the program to better demonstrate the impact of their activity their project.
        *   Aggregated level demographic information of participants.
        *   Other measures sufficient to ensure that, following award, the project is being implemented as designed and as determined by DHS.

    c. Target Award Amount: $175,000

2. Understanding Violent Content

    a. Eligible entities may apply to develop and deliver training to students or adults, either as part of standalone classes or integrated into a larger curriculum, dedicated to building skillsets to recognize and develop resilience to content that has a significant likelihood of moving individuals toward violence. Topics covered in proposed curricula shall include identifying, avoiding, or rejecting communications that are likely to be used to manipulate audiences by fomenting or encouraging targeted violence or terrorism. Applicants should describe the main themes of lesson plans that will be included in the proposed curricula. Successful applicants will demonstrate ready access to the target population for the curricula such as school, school district, college/university, community learning center, or other entity with access to an appropriate target population with a letter of support/intent from a school.

b. Required Program Monitoring Measures:
- Number of participants enrolled in course.
- Number of participants who complete course.
- Average aggregate change in knowledge of those who complete the classes or curriculum.
    - This performance measure can be measured by designing and administering pre- and post- tests to those who take the curriculum to better understand their change in knowledge as result of the activity. This will enable the program to better demonstrate the impact of their activity their project.
- Aggregate level demographic information on participants.
- Aggregated data on results of skills-based tests.
- Other measures sufficient to ensure the project is being implemented as designed and as determined by DHS following award.

c. Target Award Amount: $115,000

3. Civic Engagement

a. Civic engagement means building and sustaining partnerships for the purpose of increasing understanding between groups, to lesson fear or hatred in communities. Eligible entities may apply for funding to build or expand programs that encourage community engagement, education, and resilience against individuals escalating to violence. Applicants for this project must describe how they will build partnerships with a diverse array of local or national stakeholders to further the mission of targeted violence and terrorism prevention. In doing so, applicants are encouraged to seek partnerships with organizations that represent underserved communities (see Section 15, sub-section "Definitions" for a definition of "underserved community"). Intended activities will address early-stage escalation to violence through coordination and engagement activities that reduce community vulnerability to associated risk factors or enhance protective factors (as defined above). Applicants must describe how intended outcomes seek to increase community resilience to escalation to violence through the understanding of threat prevention, improved social cohesion, reduced inter-group tensions, or reduced youth vulnerability.

b. Required Performance Measures
- Number of community engagement events.
- Number of participants at community engagement events.
- Aggregate level demographic information on participants.
- Other measures sufficient to ensure the project is being implemented as designed and as determined by DHS following award.

c. Target Award Amount: $60,000

4. Youth Resilience Programs

a. Eligible entities may apply for funding to establish or expand programming to develop protective factors in youth (as defined above). Applicants must propose programs that reduce the risk factors associated with young people escalating to violence, as well as increase protective factors including leadership, mentorship, employment skill building, or civic engagement [NOTE: Minors are a vulnerable population and therefore have additional protections under The Common Rule for human subject research (6 C.F.R. Part 46, 45 C.F.R Part 46, Subparts B-D). Applicants proposing research involving this target audience must submit evidence that their project will go through an Institutional Review Board (IRB) review (*IRB* means an institutional review board established in accord with and for the purposes expressed in this policy). All such projects also must be approved by the DHS Compliance Assurance Program Office (CAPO) prior to initiation of research activities as described in Section 5 sub-section "Other Eligibility Information – Research" and Section 13, sub-section "Protection of Human Subjects in Research".]

b. Required Program Monitoring Measures:
   - Number and type of engagements/services provided.
   - Other measures sufficient to ensure the project is being implementedas designed and as determined by DHS following award.

c. Target Award Amount: $90,000

5. Threat Assessment and Management Teams

   a. Eligible entities may apply for funding to develop a threat assessment and management capability. This capability must include training for practitioners, development of protocols for handling referrals, and work with individuals with risk factors for targeted violence and terrorism.

   b. Required Program Monitoring Measures:
      - Number of members of threat assessment and management team including professional background or other organizational affiliation (e.g., school counselor, faith leader, etc.).
      - Information regarding how often team meets and for what purpose
      - Number of cases opened including:
        o Identified risk factor(s) (as defined above)
        o Identified behavioral changes
        o Identified extremist ideology (if any)
        o Specific grievance (if identified)
      - Number of referrals for outside services including service type (e.g., mental health, substance abuse, job skills, housing assistance).
      - Case status (active, in progress, closed):
        o If "closed," outcome of case (e.g., resolved, referred to law enforcement, etc.).
        o "Closed Cases" only includes applicable cases where an intervention

or threat assessment was completed. It does not include cases that were referred to a Threat Assessment and Management Team and were never "opened" because the case was outside the scope of the threat assessment and management team's mandate.
- Anonymized case studies illustrating the threat management process
- Other measures sufficient to ensure the project is being implementedas designed and as determined by DHS following award.

   c.   Target Award Amount: $350,000

6. Bystander Training

   a.   Eligible entities may apply for funding to deliver Bystander Training in their local community. A bystander is defined as someone who is positioned to observe behaviors related to a person who may be considering acting violently. If applicants propose developing training, topics covered in the curricula shall include risk factors (as defined above), behavioral changes, and provide a locally relevant list of services or contact information for providers to make referrals. Applicants should describe the main themes of the training that will be included in the proposed curricula. Successful applicants will demonstrate ready access to their target population. Applicants may also apply to implement programs that use a "train-the- trainer" model to train members of the community to provide bystander training themselves.

       DHS also has funded existing bystander training curriculum that aims to enhance the ability of individuals to recognize behaviors that an individual is escalating to violence and, when safe to do so, take appropriate steps to engage with individuals in their social, family, or professional circles to provide them with assistance, refer them to other resources or services, or refer them to law enforcement if there is a risk of imminent harm. The training curriculum can be provided during the application period upon request. The training has a section that is customizable and minor modifications can be made with prior approval. Successful applicants will propose their intended target audience(s) and how they will engage individuals to participate. The training is appropriate for a general adult audience, and DHS intends to seek applications that will provide it to a general audience, as well as applications that propose audiences that may have a force-multiplying factor, such as professionals who engage with populations with risk factors for violence.

   b.   Required Program Monitoring Measures
- Number of trainings administered.
- Number of participants who received training.
- Average aggregate change in knowledge of those who complete the classes or curriculum.
  - o   This performance measure can be measured by designing and administering pre- and post- tests to those who take the curriculum to better understand their change in knowledge as result of the

activity. This will enable the program to better demonstrate the impact of their activity their project.

- Aggregate level demographic information of participants.
- Other measures sufficient to ensure the project is being implemented as designed and as determined by DHS following award.
- Recommended Performance Measure: Average aggregate change of those who complete the training in their indicated "willingness to act"
  - This performance measure is optional but recommended for applicants proposing to conduct bystander training. This can be measured by designing and implementing pre- and post- tests to those who take the training and is intended to gauge the change in their willingness to now engage as an informed bystander. Before and after the training, the trainer could ask one or a series of questions on a sliding scale (i.e., a Likert Scale) and then aggregate the responses to each of those questions to function as a proxy for this performance measure. For example, a question that could be asked is "How likely are you to help connect someone to services that you may be concerned about?" Attendees would then select their response to this question on a 1 – 5 scale (for example), and their responses before and after the training could be compared to indicate a change in their willingness to act.

    c. Target Award Amount: $115,000

7. Referral Services
   a. Eligible entities may apply for funding to establish or expand a referral service (telephone, text, app, online, etc.) to address crises withcallers, assess whether they have risk factors (as defined above) for targeted violence or terrorism, and provide resources and referrals to individuals seeking help.

      Successful applicants will have an implementation plan that describes the methods for training hotline counselors, establishes protocols for referring callers for additional assessment and management resources, mental health resources, or to law enforcement if there is an imminent threat of harm; and describes where individuals will be referred to.

   b. Required Program Monitoring Measures:
      - Number of calls, by type of call.
      - Number of individuals referred to additional services.
      - Number of callers referred for threat assessment and management.
      - Number of calls referred to law enforcement.
      - Other measures sufficient to ensure the project is being implemented as designed and as determined by DHS following award.

   c. Target Award Amount: $175,000

8.   Recidivism Reduction and Reintegration

   a.   Eligible entities may apply for funding to develop institutional or community-based recidivism reduction and reintegration programs, to reduce risk factors and promote protective factors (as defined above) in individuals re-entering society following release from correctional facilities, and in probation or deferral programs. Applications should describe the risk factors they will examine and how they will select individuals for participation in the programming and the services to be provided (for example, individuals who have previously committed hate crimes). The application should also describe the assessment tools and other methods they will use to measure progress of individuals through the program.

   [NOTE: Gaining access to correctional facilities can be challenging. Applicants proposing to work in correctional facilities or with state and local probation and parole authorities must demonstrate that they have the support of those facilities in their application, ideally with a clear letter of support from the respective correctional facility or authorities.]

   [NOTE: Prisoners are a vulnerable population and therefore have additional protections under Subsection C of the Common Rule for human subject research. Applicants proposing research involving this target audience must submit evidence that their project will go through an Institutional Review Board (IRB) review. All such projects also must be approved by the DHS Compliance Assurance Program Office (CAPO) prior to initiation of research activities as described in Section 5 sub-section "Other Eligibility Information – Research" and Section 13, sub-section "Protection of Human Subjects in Research".]

   b.   Required Program Monitoring Measures:
   - Number of individuals recommended for violence rehabilitation program(s).
   - Number of individuals enrolled in violence rehabilitation program.
   - Number of individuals that completed violence rehabilitation programming.
   - Status of cases (active, in progress, closed). If "closed," outcome of case (e.g., resolved, referred to law enforcement, USAO, etc.).
   - Other measures sufficient to ensure the project is being implemented as designed and as determined by DHS following award.

   c.   Target Award Amount: $230,000

b. Innovation Track

DHS seeks to continue to spur innovation in prevention by soliciting applications for new project ideas that can enhance prevention capabilities in local communities. Any projects that meet at least one of the six objectives in Section 4, "Priorities and Objectives" are eligible, especially

projects that implement one or more of the four priorities. All applicants must specify which objective their proposed project will meet. Projects in this category should still have a well-developed theory of change but have not yet been implemented. DHS anticipates making approximately $6,500,000 in awards in the Innovation Track and anticipates making awards in the range of $300,000.00 to $815,000.

Required Performance Measures: Measures sufficient to ensure the project is beingimplemented as designed and as determined by DHS following award. Please review the performance measures for the Promising Practices track for example of measures that may apply to Innovation Track projects.

9. **Minimum Standards for Recipients of Projects in Threat Assessment and Management Teams; Recidivism Reduction and Reintegration; and Referral Services**

Projects within the Threat Assessment and Management Teams; Recidivism Reduction and Reintegration; and Referral Services project types as well as related innovation track projects are, by their nature, working with vulnerable individuals. It is important that certain standards be met to ensure that funded projects do not harm program participants. The below minimum standards are necessary to protect program participants as well as family members, peers, and others involved in their lives. Recipients will work with their CP3 grants manager to ensure these standards are met prior to beginning services under their grant award.

a. **Threat Assessment and Management Teams (TAMT):**

Threat assessment and management teams are effective proactive measures designed to prevent – not predict – potential acts of targeted violence and terrorism. By identifying, assessing, and managing individuals who display threatening and other concerning behavior, these teams provide avenues for pursuing redirection, de-escalation, and early intervention with individuals exhibiting signs of escalating to violence.[3]

Minimum Standards for Policies & Procedures:
    Recipients are required to:
- Demonstrate that they have a comprehensive targeted violence and terrorism prevention plan in place prior to implementing a threat assessment and management team. For further guidance, please refer to US Secret Service, National Threat Assessment Center's threat assessment model for enhancing school safety.
- Demonstrate that policies and procedures define targeted violence and terrorism and that said definitions do not conflict with those of DHS (see Section 15 sub-section (e) "Definitions").
- Demonstrate their policies and procedures are proactive in avoiding and mitigating discrimination on the basis of a protected class (e.g., race, ethnicity, national origin) or

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[3] Source: https://www.dhs.gov/sites/default/files/2021-12/Threat%20Assessment%20and%20Management%20Teams_0.pdf

belief (e.g., ideology, religion), including unconscious bias, and include statements of non-discrimination.
- Detail their procedures for the categorization, response, and escalation of cases. This includes policies and procedures for identifying individuals and triaging cases to ensure they are appropriate for the expertise and services of the team.
- Demonstrate the Duty to Warn, Duty to Protect, and Mandated Reporting policies that they have in place.
- Demonstrate their procedures for referral to appropriate resources where escalation is not warranted.
- Demonstrate robust privacy, confidentiality, records management, data protection, and nondiscrimination policies, which include audit/accountability mechanisms.
- Implement procedures for information sharing with outside agencies, transferring active cases to outside agencies, and making cases dormant.

Minimum standards for training and subject-matter expertise among key personnel: Recipients are required to:
- Demonstrate that their threat assessment and management team is multidisciplinary, including at a minimum a relationship with a local law enforcement partner and a mental/behavioral health professional.
  - o Note: Effective threat assessment and management teams will want additional members and should consider representatives amongst education administrators, mental health and social service providers, faith leaders, medical personnel, law enforcement, technology experts, persons with disabilities, and others. Teams will also want to build the capacity to include other members with additional areas of expertise (for example, expertise working with children with behavioral disabilities) that can be drawn on as necessary on a case-by-case basis. While it is important for law enforcement to be involved to ensure a comprehensive and inclusive approach – and to intervene if the threat escalates – the primary goal of this approach is to provide individuals with support services before the threat rises to a level requiring law enforcement. As such, partnerships across a variety of sectors and disciplines are crucial.
- Demonstrate equal access to qualified team members from individuals from diverse backgrounds including people of color and others from marginalized communities.
- Demonstrate that a member or members of the threat assessment team has received trainings and certifications from an accredited and professional threat assessment training program.[4] These certifications will demonstrate the individual's advanced understanding of core threat assessment and management competencies and their

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[4] Examples of organizations offering threat assessment training and certification programs include: Association of Threat Assessment Professionals (ATAP), National Association for Behavioral Intervention and Threat Assessment (NABITA), Third Degree communications, Crisis Intervention Team (CIT) International, SIGMA Threat Assessment and Management Services, Federal Law Enforcement Training Centers (FLETC), and DHS National Threat Evaluation and Reporting Master Trainer Program (NTER MTP), among others. Please note: The preceding list is for informational purposes only and does not constitute an endorsement by DHS.

application.

- Demonstrate that members of the threat assessment team and management team are aware of the nondiscrimination obligations in connection with carrying out their responsibilities as part of a DHS-funded program.
- Demonstrate that members of the threat assessment and management team possess a relevant educational background in diverse disciplines such as behavioral health, behavioral sciences, sociology, social work, disability, and/or psychology, education, or law enforcement; or at least two years of professional experience in the field of threat assessment and management.
- Demonstrate that members of the threat assessment and management team are familiar with best practices to protect privacy and understand applicable federal, State, local, tribal, territorial privacy requirements.

b. **Recidivism Reduction and Reintegration Programs and Referral Services**

Minimum Standards for Policies and Procedures:
Recipients are required to:
- Demonstrate that programs intending to provide services to prisoners, individuals who are or have been involved in targeted violence or terrorism, or individuals who are at risk of involvement in targeted violence or terrorism have procedures in place to identify and address multiple forms of threats.
- Demonstrate that programs intending to provide services to the family members of prisoners, individuals who are or have been involved in targeted violence or terrorism, or individuals who are at risk for involvement in targeted violence or terrorism have procedures in place to identify and address multiple forms of risks and threats to members of the household and community.
- Demonstrate that policies and procedures define targeted violence and terrorism and that said definitions do not conflict with those of DHS (see Section 15 sub-section (e) "Definitions."
- Demonstrate their policies and procedures are proactive in avoiding and mitigating discrimination on the basis of a protected class (e.g., race, ethnicity, national origin) or belief (e.g., ideology, religion), including unconscious bias, and include statements of non-discrimination.
- Detail their procedures for the categorization, response, and escalation of cases. This includes policies and procedures for screening potential clients to ensure they are appropriate for the expertise and services of the organization.
- Demonstrate the Duty to Warn, Duty to Protect, and Mandated Reporting policies that they have in place.
- Demonstrate their procedures for referral to appropriate resources where escalation is not warranted.
- Demonstrate robust privacy, confidentiality, records management, data protection, and nondiscrimination policies, which include audit/accountability mechanisms.

- Implement procedures for information sharing with outside agencies, transferring active cases to outside agencies, and making cases dormant.

Minimum standards for training and subject-matter expertise among key personnel:
  Recipients are required to:
  - Demonstrate that personnel providing services to the identified target population possess a relevant educational background in disciplines such as behavioral health, behavioral sciences, sociology, social work, or psychology.
  - Demonstrate that personnel providing services to the identified target population possess the relevant certifications and licensure when necessary. For example, programs intending to provide direct mental/behavioral health services to their target population must demonstrate that personnel possess professional licensures within the field of behavioral health.
    - Note: Programs may choose to involve community members or peer mentors as a holistic component of the services provided to their intended target population. However, the applicant must identify and communicate a clear distinction between the role of peer mentors and the primary service providers who possess professional licenses and academic backgrounds relevant to managing each case and its associated level of risk and threat.
  - Demonstrate equal access to qualified team members from individuals from diverse backgrounds including people of color and others from marginalized communities.
  - Demonstrate that members of the threat assessment team and management team are aware of the nondiscrimination obligations in connection with carrying out their responsibilities as part of a DHS-funded program.
  - Demonstrate that personnel providing services to the identified target population are familiar with best practices to protect privacy and understand applicable federal, State, local, tribal, territorial privacy requirements.

9. Application Scoring Information:

DHS will review applications submitted in two application tracks, based on project type. Applications will be scored on the following merit criteria and will be assigned points up to the maximum number of points listed for the below criteria for a total maximum score of 100 points. Please refer to Section 8, "Application Tracks" for information on the application tracks, and Section 12, "Project Narrative Components Overview" for a detailed description of the required elements associated with the below scoring criteria.

Needs Assessment: 15 Points
Applicants will conduct a needs assessment as described in Section 12, "Project Narrative Components Overview." Applicants must describe the current local prevention initiatives, organizations, services, or activities in the relevant localities that may become part of a local prevention network as a result of the applicants' proposed project.

Applicants should also demonstrate how the proposed project(s) move their locality/target population from the current state to their goal state. To receive the maximum number of points,

applicants will outline activities from a broad range of stakeholders in their planned area of performance in determining their needs and currently available resources.

Applicants should also assess the needs of their entire community to access their services, including individuals with limited English proficiency, disabilities, or those with unique barriers to accessing grant- funded services.

Applicants must outline:
- The target population for services (the group of individuals that are expected to use the proposed program) and the estimated number of people in that target population. The target population is not a simple demographic breakdown of your target location. The target population are the groups who will be directly impacted by project activities. The communities, age groups, and organizations/ institutions of these groups should be specified. Please also identify if you will be working with any historically marginalized populations (i.e., racial, ethnic, or religious minorities, LGBTQ+, or persons with disabilities). Points in this category are assigned based on how well the target population is described. – 10 points

- An inventory of other programs that currently serve the target population and identification of gaps in these services that the proposed program will fill. – 5 points

Program Design and Implementation and Measurement Plan: 45 points
The program design is a critical part of the application that demonstrates the degree to which applicants understand how their proposed work will have an impact in preventing targeted violence and terrorism. The Implementation and Measurement Plan (IMP) is the applicant's opportunity to demonstrate the details of their program design as well as capacity of program design, program management, and understanding of performance measurement and reporting. Each application's program design will be scored on the quality of their project narrative and IMP in accordance with the DHS Template. The IMP should follow the SMART model (Specific, Measurable, Achievable Relevant, Time-bound).
- **S**pecific: Well-defined, clear, and unambiguous
- **M**easurable: Includes specific criteria that measure progress toward the accomplishment of goals and objectives.
- **A**chievable: Attainable and not impossible to achieve.
- **R**elevant:
  - The program design and overarching goals and objectives of the project must be relevant to the Objectives of this Grant Program outlined in Section 4, "Priorities and Objectives."
  - The proposed activities must be relevant to achieving the project's objectives.
  - The proposed performance measures must be relevant to measuring the impact of the project's activities.

- **T**imely: With a clearly defined timeline, including a starting date and a target date for each activity.

Applicants must use CP3's official Implementation and Measurement Plan (IMP) Template:
- CP3 Implementation and Measurement Plan Template
- CP3 Implementation and Measurement Plan Fact Sheet
- CP3 Implementation and Measurement Plan Guidance

To receive the maximum number of points, applicants should complete the IMP Template to ensure that the most meaningful aspects of their programs are captured. Applicants should utilize the above "CP3 IMP Fact Sheet" and "CP3 IMP Guidance" resources for further reference on how to build a strong and comprehensive Implementation and Measurement Plan. Additionally, to receive the maximum number of points, applicants must adhere to the following requirements with respect to both their Project Narrative and IMP:

- Project Narrative: All elements of the Program Design will demonstrate a clear connection between the problem statement, program goals and objectives, and logic model/theory of change. Additionally, program design will be in line with the SMART model described above. See Section 12, "Project Narrative Components Overview" for further details – 15 Points

- Within IMP: Demonstrate clear understanding of performance measurement. This includes quantifiable, time-bound outputs, data collection methods, and adequate methods for assessing the impact of activities. Performance measurements outlined in the IMP must follow requirements identified for each project type in Section 8 "Application Tracks" – 15 points.

As outlined in Section 13, Federal Award Administration, Protection of Human Subjects in Research and Section 8, Application Tracks, certain project types and required performance measurements will constitute human subject research covered by the Common Rule and DHS policy and, therefore, will require review by an Institutional Review Board (IRB

) and the DHS Compliance and Assurance Program Office (CAPO) prior to initiation of research activities. Such applicants must incorporate the IRB and DHS CAPO review processes into their IMP and project timeline.

- Project narrative clearly identifies which grant program objectives the proposed project intends to address and clearly outlines how applicant will achieve the associated outcomes. – 10 Points

  See Section 14, "Objectives and Outcomes" for further details.

- Project narrative and IMP clearly identify the project track and project types that

the proposed project intends to address. Applicants also clearly justify why the selected project track and types are appropriate for the intended outcomes. – 5 Points

See Section 8, "Application Tracks" for further details.

Applicants proposing projects in the innovation track will clearly identify how their proposed project implements a new theory of change or serves a unique target population.

Organization(s) and Key Personnel: 15 Points

Applicants are required to describe their organization(s) and all key personnel (including contractors) that will work on the funded project(s). To receive the maximum number of points, applicants will provide:

- Details that indicate how the organization is poised to deliver the intended outcomes of their projects though past successes in prevention or related work, existing community partnerships, and how the key personnel have sufficient subject matter expertise to accomplish the project. In addition, the role of each key personnel as it pertains to the project should be provided. Resumes for each key personnel must be submitted. Applicants should remove Personally Identifiable Information that is not necessary to demonstrate the individuals' experience, including phone numbers, email addresses, physical addresses, names of supervisors and references, etc.

- Letters of Support: Projects utilizing partners to carry out significant portions of the project should include a detailed description the partner's experience, responsibilities under the grant, and capability as well as a letter of support or similar documentation to be scored highly in this category. Letters of support should clearly state how project activities will be supported.

Sustainability: 15 Points

Applicants are required to describe how the activities and capabilities in their proposed project will be sustained following the end of the period of performance. To receive the maximum number of points applicants will outline:

- A feasible plan to sustain all the capabilities developed by their project permanently without Federal funding. In addition, simply seeking another source of federal funding does not demonstrate sustainability. – 10 Points

- How the proposed project fits into the larger mission of the organization and therefore the likelihood it will be maintained beyond the period of performance. For example, will the project be expanded into other locations and with other audiences following the end of the grant program? – 5 Points

Applicants who have previously received a TVTP award from DHS (Assistance Listing 97.132)

will be required to describe how their proposed project complements, rather than just sustains, their past award. Applicants that propose sustainment and continuation of an existing or previous award without alteration will not be considered for funding.

Budget Detail and Narrative: 10 Points

Applicants are required to describe their budget in narrative form and provide a detailed budget breakdown with the associated cost categories. To receive the maximum number of points, applicants will outline:

- A narrative describing how the proposed budget is specific, reasonable, efficient, and in line with the target award amounts associated with each project type (see Section 8, "Application Tracks" for details).

- A clear description and detail of costs associated and justification for contractors and key personnel.

- If applicable, a justification for budgets that deviate significantly from the target award funds associated with each project type.

b. **Review and Selection Process**

CP3 will review applications submitted by the deadline against the eligibility criteria stated in Section 5, "Anticipated Eligibility Information." Each application deemed eligible will be reviewed and scored by two subject matter experts (SMEs) with expertise in terrorism, targeted violence, prevention, or related subjects based on the scoring criteria outlined in Section 10, "Application Scoring Information." The SMEs scoring each application will then confer to arrive at a consensus score.

CP3 will convene a panel of SMEs drawn from CP3 and/or other parts of DHS and/or interagency federal partners to review the top scoring applications. The panel will review applications by application track as identified in Section 8, "Application Tracks." The panel will develop a recommendation on which projects, or portion of projects, to award based on the quality of the application (i.e., its scores) and some or all of the following additional factors:

- Meeting the priorities and objectives identified in Section 4, "Priorities and Objectives;"
- Achieving diversity in project type while avoiding duplications of effort;
- Achieving geographic diversity (to include regions as well as type (e.g., urban, suburban, rural);
- Achieving diversity in eligible applicant type; and
- Maximizing the use of funds.

c. Project Narrative Components Overview

Applications will be required to include a detailed narrative about the project being proposed. The Project Narrative and associated appendices detailed below are submitted as a single attachment and serves as the primary document that DHS reviews and scores. There is no government form for this document.

The Project Narrative consists of a *cover page, body,* and *appendices*.

Cover Page

The **cover page** must clearly show:

- The name of the entity applying and sub-awardees if applicable
- The primary location (city/county and state/D.C./territory) of the applicant and the location(s) of activities (if different)
- The name of the application track
- The name of the project type(s) if applying in Promising Practices Track
- The amount of funds requested
- Project abstract, approximately 200 words, suitable for public release, describing the core elements of the proposed project
- ND Grants EMW#

Body

The **body** of the Project Narrative must not exceed the page number requirements outlined in Section 7, "Submission Instructions." Each section of the body will be scored according to the criteria in Section 10, "Application Scoring Criteria" and must include the following numbered sections (please use the same numbers in the submitted narrative):

1. Needs Assessment

A needs assessment is a systematic approach used to identify capacity and gaps between current conditions and desired outcomes. A needs assessment helps to clarify and improve program design and implementation by helping applicants focus on how their proposal will help their community. While there are multiple ways to undertake a needs assessment, specific information that must be included in a proposal for funding are:

- The target population for services and the number of people in that population. This is the people directly receiving services not the population of the jurisdiction. For example, if you will train 50 service providers who provide service to a total of 10,000 people per year, your target population is 50, not 10,000.
- An inventory of other programs that currently serve the target population.
- Please also identify if you will be working with any historically marginalized populations (i.e., racial, ethnic, or religious minorities, LGBTQ+, rural communities, or persons with disabilities).

A needs assessment should be able to identify other services that are available to the target population, including how they are similar/different to the proposed project. If this proposal aims to expand capacity of an already existing program, please note that here.

Applicants should also assess the needs of their entire community to access their services, including individuals with limited English proficiency, disabilities, or those with unique barriers to accessing grant funded services.

2. Program Design

Please describe the how the proposed program is designed. This design should include the following specific information:

a. A Problem Statement: This is a clear description of the issue, challenge, or need theprogram seeks to address and serves as the program focus based on the objectives outlined in Section 4, "Priorities and Objectives" of this announcement.

b. Program Goals and Objectives
   - *Goals:* Visionary long-term statements that are not resource dependent, but rather should explain how this program supports the Department of Homeland Security's Strategic Framework for Countering Terrorism and Targeted Violence.
   - *Objectives:* Specific, measurable, achievable, relevant, and time-bound (SMART). Objectives are statements of the conditions the program is expectedto achieve within the timeframe of the grant and using the resources provided. For further information on the SMART framework and how it will be used to score your application, please refer to Section 10, "Application Scoring Information."

c. Logic Model: A logic model is a tool to systematically document – and visually represent – program investments, activities, desired results, and the relationship between them. The creation of the logic model is a critical step for both program design and performance management. This is the model that states how – and why – the program will work to achieve its objectives and goals. A logic model will visually demonstrate how inputs lead to activities, which lead to outputs, which lead to short-term outcomes, and finally result in long-term outcomes. Logic models must include the following:
   - *A Theory of Change*: a brief statement that ties the logic model together by summarizing why, based on evidence and consideration of other possible programs, the changes described in the logic model are expected to occur. Theseare often written as "if/then" statements that link existing conditions to desired changes. If there is previous research/evidence to support the theory of change, itshould be included here.
   - *Short- and Long-term Outcomes*:

- o *Short-term Outcomes*: Short-term outcomes describe the immediate effects of the program (such as raising awareness, increased knowledge, changed attitude, changed behavior, etc.). Short-term outcomes are typically linked to program objectives. Applicants that include the optional performance measures will receive additional points.
- o *Long-term Outcomes:* Long-term outcomes refer to the desired end-state (ultimate results) of the program – the program goals.

    Outputs: The direct, tangible results of program activities. They are (often)easy to count (e.g., the number of people trained, the number of briefings held,etc.).

- *Outputs:* The direct, tangible results of program activities. They are (often) easy to count (e.g., the number of people trained, the number of briefings held,etc.).
- *Activities:* The actions/events undertaken by the program to produce a desired outcome. Activities often have a clear link to the problem statement.
- *Inputs:* The resources invested to start and maintain program implementation. These include financial resources, time, personnel, materials, supplies, etc. Inputs affect the scope of the program, the number of activities, andwhat outputs and outcomes are achievable.
- *Contextual Factors and Underlying Assumptions:* What conditions, stakeholders, funding, or other factors are inherent to the program design and execution and may or may not influence program success. How are these factors being accounted for in the design and how the program may be evaluated?
- *Likelihood of Success*: Describe the evidence that demonstrates that the proposed strategy and approach are likely to lead to the anticipated outcomes.

3. Organization and Key Personnel

Applicants should plan to describe their organization and the key personnel who will be working on the project, including contractors if applicable. Applicants should also be prepared to include details on how the expertise of the key personnel will be used to carry out the project and how many hours they will commit to the grant project. If necessary, applicants should also expect to include position descriptions and projected hiring timeline when the personnel/contractors have not yet been hired or identified (please make this clear). Changes in key personnel are permissible but need to be communicated to CP3. If it is anticipated that key personnel will depart prior to the period of performance commencing, only include information about the position and qualifications for the position. Resumes/CVs for key personnel should be included as appendices. Applicants should exclude Personally Identifiable Information that is not necessary to assess the experience of key personnel, such as phone numbers, email addresses, physical addresses, names of supervisors/references etc.

4. Sustainability

Applicants should expect to include a discussion of how the capabilities of the proposed project will be sustained following the period of performance.

Additional details on what to include in the Sustainability section of the application and how this information will be scored during the application review process can be found in Section 10, "Application Scoring Information – Sustainability" above. Additional questions that an applicant could consider addressing in this section are the following:

- Does your application propose to use grant funds to fund primary project personnel? If so, how might those positions to continue to be funded after the period of performance concludes?
  Note - If the organization believes that key capabilities of its proposed project can be sustained following the period of performance *without* sustaining the positions of any key personnel funded under the award, that should be explained.
- Does your application propose to create an educational curriculum, training curriculum, or other prevention resource? If so, how might that education curriculum, training curriculum, or other resource continue to be maintained and updated following the period of performance? Will the resource continue to be available to the public, such as by being accessible online on the organization's website?
- If a Threat Assessment Team is being formed, what policies and agreements will be created to ensure that it continues to function following the end of the period of performance?
- If a referrals pipeline or hotline is being established, what policies and agreements will be created to ensure that this referrals pipeline or hotline continues to operate following the end of the period of performance?

5. Budget Detail and Narrative

The applicant should be prepared to present a budget that identifies and explains all direct and indirect costs. These costs and all other expenses must be presented in a table format per the below example and instructions. The budget portion of the application narrative should be a combination of descriptive narrative and the completed table.

Budget Category	Federal Request
Personnel	$0
Fringe Benefits	$0
Travel	$0
Supplies	$0
Contractual	$0
Other	$0
Total Direct Costs	$0
Indirect Costs	$0
TOTAL PROJECT COSTS	**$0**

Applicants should also anticipate being asked to provide a detailed breakdown of each budget category under the Budget Worksheet. This would entail the following:

a. **Personnel:** For each key personnel under the proposed project, explain their role under the grant and their level of effort (i.e., hours) and costs. Also, explain and justify how much they will be paid. Please see 2 C.F.R. § 200.430, Compensation - personal services, for federal regulations. Note: An individual listed under the "Personnel" budget category is not a contractor; they are someone directly hired by the organization who is applying for the grant. If there is an individual who will serve as key personnel but is a contractor, include those costs under the "Contractual" budget category.

b. **Fringe Benefits**: Explain the fringe benefits for every individual paid under the proposed project. Fringe benefits are allowances and services provided by employers to their employees as compensation in addition to regular salaries and wages. Please also provide the justification of the fringe benefits, ensuring that they follow your organizational policies and 2 C.F.R. § 200.431 Compensation - fringe benefits, for federal guidance on fringe benefits.

c. **Travel:** Please describe and provide justification of travel expenses under the proposal. Please include adequate funds to send up to two representatives from your project team to two national level convenings of grantees over the course of the grant (one per year). These may be located in Washington D.C. but may rotate to other locations in the U.S. See 2 C.F.R. § 200.475, Travel costs, for more guidance.

d. **Supplies:** Please explain and justify supply expenses. See 2 C.F.R. § 200.314 Supplies and 2 C.F.R. § 200.1 Definitions, for more guidance. Please note that equipment costs are not allowed under this funding opportunity.

e. **Contractual:** Please provided details explaining contractual costs, contractor fees, and the totalnumber of hours that contractors will be serving on the award. See 2 C.F.R. § 200.331, Subrecipient and contractor determinations, for more guidance on determining whether an individual or organization is a contractor or subrecipient.

Institutional Review Board (IRB) Note: As outlined in Section 5(c) "Anticipated Eligibility Information: Other Eligibility Criteria," the TVTP Grant Program does not fund projects that exclusively propose research. However, if your application proposes research as a component of your project, and that research meets the definition of human subject research[5] under the Common Rule (6 CFR Part 46 and 45 C.F.R. Part 46, Subparts B-D), your organization must plan for the research to undergo an IRB review as required by these federal regulatory requirements and DHS policy (see Section 13 "Federal Award Administration

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[5] Research *means a systematic investigation, including research development, testing, and evaluation, designed to develop or contribute to generalizable knowledge ….* (6 C.F.R. § 46.102(l)).

Information"). If your organization does not have its own Institutional Review Board (as will be the case for most entities apart from institutions of higher education), **you must factor the cost of contractual IRB support into your budget**. **The recommended target for contractual IRB support for your project is $10,000**.

f. **Indirect Costs:** Provide a copy of your negotiated indirect cost rate agreement at the time of application. Applicants who do not have a current negotiated indirect cost rate agreement (including a provisional rate) with a federal agency and who wish to charge the de minimis rate (10%) must reach out to DHS CP3 at TerrorismPrevention@hq.dhs.gov **before the application deadline** for further instructions.

Appendices – IMP, CVs of Key Personnel, Documentation of Commitment/Support and Letters of Recommendation

a. **Completed Implementation and Measurement Plan (IMP) Template**

DHS CP3 requires applicants to complete an IMP using the official IMP Template. The IMP must include the required performance measures indicated for each project type in Section 8 "Application Tracks." The IMP will allow recipients to:

- Plan your project by outlining the activities to be accomplished, timeframes, and resources needed (personnel, equipment, meeting space, et.al.), and how project results will be sustained.
- Manage implementation of your project by enabling you to track implementation against expectations.
- Report quarterly on your progress in implementing the project.
- Assess outcomes by identifying the indicators and data you will use to assess the level and type of outcomes achieved, the data collection methods to be used, and time frames for collecting data, noting that some indicators may require collection of baseline data at the start of the project for comparison.

For further support in building strong and comprehensive Implementation and Measurement Plans, applicants should refer to CP3's "IMP Guidance" and "IMP Fact Sheet" resources, links for which can be found in Section 10 "Application Scoring Information" sub-section "Program Design and Implementation and Measurement Plan."

b. **Resumes/CVs of Key Personnel**

Applicants should plan to include resumes/CVs of key personnel, including but not limited to anyone engaged in training, engaging with project audiences and participants, conducting threat assessments, or managing the project. Applicants should exclude Personally Identifiable Information (PII) that is not necessary to assess individuals' experience, such as phone numbers, email addresses, physical addresses, or names of supervisors or other references.

c. **Documentation of Commitment/Support**

Applicants should also prepare to include letters of commitment or support (or other documentation such as Memorandum of Understanding/Agreement) of any outside entities or senior officials of agencies or jurisdictions described in your application that are critical to the success of the project.

d. **Letters of Recommendation (Optional)**

Applicants will have the option to attach **up to three letters** of recommendation from subject matter experts in the field of targeted violence or terrorism prevention, or key stakeholders in the planned area of performance, who recommend their application to DHS.

10. Federal Award Administration Information and Reporting Requirements

Applicants **must consult the official FY23 TVTP Notice of Funding Opportunity (NOFO)** upon its release for a complete list of the federal award administration requirements, including in particular the FY23 DHS Standard Terms and conditions, previous versions of which can be accessed here: DHS Standard Terms and Conditions | Homeland Security.

The federal award administration requirements listed below are specific to this program and are identified in this document solely for the benefit of prospective applicants who are interested in familiarizing themselves with the requirements prior to publication of the NOFO. The below list **does not constitute the complete list of requirements**. Applicants must refer to the FY23 NOFO upon release for the complete list of federal award administration information and requirements.

a. **Privacy of Project Participants and Beneficiaries**

DHS takes seriously its responsibility to protect the privacy of individuals in all activities. In addition to abiding by the "Best Practices for Use and Collection of Personally Identifiable Information (PII)" included in the DHS Standard Terms and Conditions, recipients of a grant under this program shall limit the collection of PII to only the information necessary to implement their project. Recipients shall not transmit PII of program participants to DHS. In the collection of information for the purposes of measuring performance, program evaluation, and meeting DHS reporting requirements, data should be aggregated or anonymized prior to transmittal to ensure that individuals are not identified or be able to be re-identified.

A short informational video by the Department of Homeland Security titled "What is Personally Identifiable Information" can be accessed here for reference. The below resource may be useful reference points for applicants as well:
- DHS Privacy Impact Assessments: Privacy Office Official Guidance

b. **Protection of Human Subject in Research**

Successful applicants must meet all DHS and U.S. Department of Health and Human Services (HHS) requirements for research involving human subjects and their data. These requirements can be found in The Common Rule (6 C.F.R. Part 46, 45 C.F.R Part 46, Subparts B-D, and in DHS Policy). Applicants proposing to conduct human subject research as a component of their project must have an Institutional Review Board (IRB) review and approve the research prior to collection of information or initiation of research. Additionally, any project proposing to conduct research involving vulnerable populations covered by 45 C.F.R. 46, Subparts B-D, which include minors and prisoners (of particular significance for the TVTP Grant Program), should plan to undergo a full IRB review and approval process. The DHS Compliance Assurance Program Office (CAPO) also must review and approve all research involving human subjects prior to initiation of research activities. Applicants should factor these reviews into their project timeline.

Applicants without their own IRB must budget grant funds to cover the cost of IRB review (see Section 12(b)(5), "Project Narrative Components Overview; Body; Budget Detail and Narrative" for further budget guidance on this point). During the application review process, CP3 will determine whether a project includes research involving human subjects requiring IRB review. After award, CP3 may inform some applicants who did not initially plan for IRB review that their program or a component of their program constitutes human subjects research covered by DHS regulations and policy and, therefore, will require IRB review.

c. **Implementation and Measurement Plan**

Applicants should expect to submit an IMP as part of their application narrative. Recipients under this program will be required to have their IMP approved by CP3 prior to beginning performance. Receiving an award under this program does not constitute final approval of an IMP.

d. **Detailed Budget Plan**

Prospective applicants should also be aware that, if selected as a recipient, they will be required to submit a Detailed Budget Plan to CP3 at the end of the first quarter of performance, due with their Quarter 1 Report one month following the end of the quarter on January 30, 2024, per the reporting timeline outlined below in "f. Reporting." The Detailed Budget Plan will provide additional details to supplement the original budget provided in the applicant's Project Narrative and will complement the recipient's approved Implementation and Measurement Plan which will be approved in the first quarter of performance.

e. **Third Party Evaluation**

By accepting award, all recipients agree to participate in an evaluation of this grant and to follow all related protocols established by DHS, which may include analysis of the effects on

individuals and providing access to program operating personnel and participants, as specified by the evaluator(s). DHS encourages participation in evaluation after the period of performance ends.

f. Reporting

Prospective applicants should also be aware that, if selected as a recipient, they will be required to submit various financial and programmatic reports as a condition of award acceptance. The following federal award reporting requirements identified here are important to this program, but the below list does not constitute the complete list of requirements. Applicants must refer to the FY23 NOFO upon release for the complete list of federal reporting requirements.

Financial Reporting Requirements

Federal Financial Report (FFR)

Recipient will be expected to report obligations and expenditures through the FFR form (SF-425) to FEMA. Recipients may review the FFR at:

https://www.grants.gov/web/grants/forms/post-award-reporting-forms.html#sortby=1

Recipients will also be expected to file the FFR electronically using the Payment and Reporting Systems (PARS).

FFR Reporting Periods and Due Dates

An FFR must be submitted quarterly throughout the POP, including partial calendar quarters, as well as in periods where no grant award activity occurs. The final FFR is due within 120 calendar days after the end of the POP. Future awards and fund drawdowns may be withheld if these reports are delinquent, demonstrate lack of progress, or are insufficient in detail.

Except for the final FFR due at 120 days after the end of the POP for purposes of closeout, the following reporting periods and due dates apply for the FFR:

Reporting Period	Report Due Date
October 1 – December 31	January 30
January 1 – March 31	April 30
April 1 – June 30	July 30
July 1 – September 30	October 30

Programmatic Performance Reporting Requirements

Programmatic quarterly performance reports are submitted through ND Grants and emailed to the assigned CP3 Grants Manager. The reports shall include:

- Narrative description of activities during the reporting period.
- Issues or challenges identified.
- An assessment of whether the project is on track to meet its timeline and outcome goals.
- Information collected in accordance with their approved Implementation and Measurement Plan (IMP) with the progress reporting for the covered reporting period. Each approved IMP will include the required performance measures identified in paragraph b. for each project type in Section 8 "Application Tracks."
- Detailed data on project outputs in a format to be prescribed by CP3.
- Programmatic reports are due on a quarterly basis (please see above chart for the FFR; the same reporting periods and due dates apply to the programmatic quarterly report). For the programmatic report due for the last quarter before the end of the period of performance (POP), the recipient must include a qualitative narrative summary detailing all accomplishments of the grant to date; the impact of those accomplishments; and underlying data to support the narrative. This final quarterly report will form the foundation for the recipient's closeout report (see below). CP3 will review the programmatic report for sufficiency and provide any necessary feedback, which the recipient should address in the closeout report, which shall be submitted within 120 days after the end of the period of performanceas described below and per 2 C.F.R. § 200.344(a).

Budget vs. Actuals (BVA) Reporting

- The recipient must submit a Budget vs. Actuals (BVA) report 15 months into the period of performance, due with their fifth quarterly performance report January 30, 2024, and submitted through ND Grants and emailed to the assigned CP3 Grants Manager. The BVA Report shall provide a detailed breakdown of actual expenditures for Quarter 1 through Quarter 5 (October 1, 2023 – December 31, 2024) compared against the expenditures the recipient had originally projected to spend for Quarter 1 through Quarter 5 as outlined in their Detailed Budget Plan (see section "d. Detailed Budget Plan" above) submitted with their first quarterly performance report by January 30, 2024. The recipient shall provide an explanation for any discrepancies in their original projected expenditures vs. actual expenditures, i.e., if they have spent less than or more than they had projected to spend by this point in time. The BVA Report shall also provide an updated timeline of projected expenditures for the remaining quarters.

Closeout Reporting Requirements

Prospective applicants should also be aware that, within 120 calendar days after the end of the

period of performance for the prime award or after an amendment has been issued to close out an award before the original POP ends, recipients must liquidate all financial obligations and must submit the following:

- The final request for payment, if applicable.
- The final FFR (SF-425).
- The final progress report detailing all accomplishments, including a narrative summary of the impact of those accomplishments throughout the period of performance.
- The closeout report, detailing all accomplishments throughout the period of performance compared against the goals, objectives, outputs, and performance measures within the recipient's CP3-approved Implementation and Measurement Plan, and including both quantitative and qualitative data drawn from prior quarterly performance reports up through the final quarterly performance report as well as a section on sustainment describing the recipient's plan to sustain project capabilities post-closeout.
- Other documents required by this NOFO, terms and conditions of the award, or other FEMA guidance.

In addition, pass-through entities are responsible for closing out their subawards as described in 2 C.F.R. § 200.344; subrecipients are still required to submit closeout materials within 90 calendar days of the period of performance end date. When a subrecipient completes all closeout requirements, pass-through entities must promptly complete all closeout actions for subawards in time for the recipient to submit all necessary documentation and information to FEMA during the closeout of the prime award.

After the prime award closeout reports have been reviewed and approved by FEMA, a closeout notice will be completed to close out the grant. The notice will indicate the period of performance as closed, list any remaining funds that will be deobligated, and address the requirement of maintaining the grant records for at least three years from the date of the final FFR. The record retention period may be longer, such as due to an audit or litigation, for equipment or real property used beyond the period of performance, or due to other circumstances outlined in 2 C.F.R. § 200.334.

The recipient is responsible for refunding to FEMA any balances of unobligated cash that FEMA paid that are not authorized to be retained per 2 C.F.R. § 200.344(d).

11. Objectives and Outcomes

As described in Section 4 "Priorities and Objectives," the overarching goal of the TVTP Grant Program has been to establish, expand and/or enhance local targeted violence and terrorism prevention networks. To achieve this goal, the TVTP Grant Program intends to implement six objectives, each of which has corresponding outcomes as described below:

1. The local community has awareness of the signs that someone may be escalating towards violence and what the threat of targeted violence and terrorism looks like.

- Outcome: Developed and delivered awareness programs on the process of escalating to violence and/or the local threat of targeted violence and terrorism.

2. The local community has awareness of both the risk factors for – and the protective factors against – escalation to violence. As noted above, Risk factors are defined as negative characteristics that may increase the likelihood that an individual is moving toward violence. Protective factors are defined as positive characteristics that may decrease the likelihood that an individual may move toward of violence.

- Outcome: Developed and implemented programs that decrease risk factors for individuals escalating to violence.
- Outcome: Developed and implemented programs that increase protective factors against individuals escalating to violence.
- NOTE: The TVTP Grant Program supports the development of evidence-based programs that address the threat of targeted violence and terrorism in the online/digital space. Specific sub-outcomes include:
  - o Outcome: Increased digital media literacy initiatives.
  - o Outcome: Increased skills in identifying narratives used to recruit or mobilize others to commit acts of violence.

3. Members of the local community engage the broadest and most diverse set of local stakeholders, sharing resources and best practices and building trusted partnerships to address targeted violence and terrorism

- Outcome: Community adopts a local prevention network that contains all necessary elements of that network (as described in the other Objectives in this section).

4. Members of the local community can act on bystander training and help individuals before they escalate to violence by understanding the role of, and the means to contact, threat assessment and management teams.

- Outcome: Developed and implemented bystander training.
- Outcome: Developed and implemented referral mechanisms such as websites or hotlines.
- Outcomes: Developed and implemented media campaign to raise the community's awareness of local threat assessment and management teams.
- Increased engagement with individuals exhibiting behaviors associated with escalation to targeted violence and terrorism.
- Outcome: Enhanced capability to engage online with individuals who may be escalating to violence online.

5. Members of the local community have access to multi-disciplinary threat assessment and management teams comprised of individuals such as psychologists, educators, faith leaders, medical personnel that can provide support to an individual *before* an act of violence takes place.

- Outcome: Local community has established threat assessment and management teamsas needed (e.g., in schools, government branches, or a community-based team).
- Outcome: Increased access to threat assessment and management teams.

- Outcome: More effective mechanisms for local citizens to refer and connect individuals with concerning behaviors to online or offline intervention capability.

6. The local community has programs that address risk factors for, and strengthen protective factors against, escalation to violence, including recidivism reduction programming.

    - Outcome: Communities develop resiliency-building programs to address risk factors/strengthen protective factors in their local communities.
    - Outcome: Increase programs available to corrections, probation, and parole services. Note: Corrections, probation, and parole services are just *one subset* of the numerous types of programs and sectors applicable to this objective. This Outcome is included here as an example of one of the sectors with which to engage in order to call attention to these services specifically as they are frequently identified as gaps within local prevention networks.

    Sub-objective: Correctional facilities and state and local probation and parole authorities develop and implement recidivism reduction programming to address individuals convicted of crimes related to targeted violence and terrorism or who become at-risk for targeted violence and terrorism while in correctional facilities.

    - Sub-Outcome: State and local correctional facilities establish programs to provide services and resources to inmates and returning citizens –including both those still incarcerated and those on parole – with a conviction for a targeted violence or terrorism related offense.
    - Sub-Outcome: State and local correctional facilities develop mechanisms to assess risk of targeted violence or terrorism in their populations.
    - Sub-Outcome: State and local correctional facilities provide services addressing risk factors of and protective factors against escalation to violence in their facilities.
    - Sub-Outcome: State and local probation and parole authorities establish programs to provide resources to individuals with a conviction for a targeted violence or terrorism related offense.

12. Research, Resources, and Definitions

a. Introductory Resources

CP3 has developed program objectives for the FY2023 Targeted Violence and Terrorism Prevention Grant Program that are based on DHS's ***Strategic Framework for Countering Terrorism and Targeted Violence***. Prospective applicants are strongly encouraged to plan their applications in line with the goals and objectives of this document as well as other evidence.

See: DHS Strategic Framework for Countering Terrorism and Targeted Violence | Homeland Security

CP3 maintains a webpage with information and resources for applicants as well as a page on the last cycle of terrorism prevention grants. On these pages, prospective applicants can find information helpful to prepare their application including:

- Summary of Awards for each cycle of the TVTP Grant Program
- Webinars for Applicants, including
  - Performance Metrics and Measurements Workshop
  - Grantee Panel on the Application Process
- Grant System instructional videos and How-to Guides for obtaining an EIN, registering in ND Grants and registering with SAM
- Implementation and Measurement Plan (IMP) Template, Guidance and Fact Sheet
- Project Narratives from successful TVTP applicants in previous award cycles, including the FY20 TVTP Grant Program and FY21 TVTP Grant Program

  See the TVTP Grant Program webpage at: https://www.dhs.gov/tvtpgrants
  See the TVTP Grant Program Applicant Resources webpage at:
  https://www.dhs.gov/targeted-violence-and-terrorism-prevention-grant-program-resources

Additional resources that may be useful for prospective applicants are provided below to assist them in developing and constructing their grant applications. This is a non-exhaustive list of resources, and prospective applicants may consider using additional resources as well. The provided list is for informational purposes only and does not constitute or imply the endorsement or recommendation of the content therein, or of any non-federal organizations or entities DHS or the United States Government.

- Grants.Gov Applicant Training Resources:

  See: https://www.grants.gov/web/grants/applicants/applicant-training.html

- The Rand Corporation developed the ***Evaluation Toolkit for Countering Violent Extremism*** that helps program managers focus on core program components, the logic model that visually displays the program and the theory of change and identify ways to assess progress. This toolkit was sponsored by the Department of Homeland Security's Office of Community Partnerships, now known as the Center for Prevention Programs and Partnerships (CP3) While focused on violent extremism, it is also useful for programs focused on preventing targeted violence.

  See:
  https://www.rand.org/content/dam/rand/pubs/tools/TL200/TL243/RAND_TL243.p df

- The U.S. Institute for Peace (USIP) works internationally on preventing/countering violent extremism (P/CVE). While international programs

pose their own, unique challenges, USIP has produced several products on the difficulty in assessing terrorism prevention programs.

See: Measuring Up: Monitoring and Evaluating P/CVE Programs https://www.usip.org/publications/2018/09/measuring-monitoring-and- evaluating-pcve-programs.

See: Taking Stock: Analytic Tools for Understanding and Designing P/CVE Programs Taking Stock: Analytic Tools for Understanding and Designing P/CVE Programs | United States Institute of Peace (usip.org)

b. Research Resources

- The Campbell Collaboration Crime and Justice Coordinating Group, an international network of researchers that prepares and disseminates systematic reviews of high-quality research on methods to reduce crime and delinquency and improve the quality of justice, receives some funding from the Department of Homeland Security Science and Technology Directorate, to run an international program on Countering Violent Extremism (CVE). In particular, their July 2021, report *Cognitive and Behavioral Radicalization: A Systematic Review of the Putative Risk and Protective Factors* provides evidence-supported information on risk factors and protective factors.

  See About the CVE Program - The Campbell Collaboration

  See https://www.campbellcollaboration.org/better-evidence/radicalization-putative-risk-and-protective-factors.html

- The Rand Corporation produced a study of terrorism prevention in the United States that validated the Department's approach to terrorism prevention. This report conducts an analysis of prior and ongoing terrorism prevention activities and makes recommendationsfor future efforts and approaches.

  See: Practical Terrorism Prevention: Reexamining U.S. National Approaches to Addressing the Threat of Ideologically Motivated Violence | RAND

- Under the National Governors Association (NGA) Policy Academy within DHS' FY20 TVTP Grant Program, the RAND Corporation has also produced a resource to assist state governments interested in creating targeted violence and terrorism prevention strategies by providing them with relevant logic models and performance indicators to measure the outputs and outcomes of their programs.

  See: State Targeted Violence Prevention: Programming & Key Performance

Indicators

- The Department of Justice's National Institutes of Justice has funded k multiple research efforts related to terrorism. Of particular note is ***Risk Factors and Indicators Associated withRadicalization to Terrorism in the United States: What Research Sponsored by the National Institute of Justice Tells Us*** - a meta-analysis of previous research on terrorism. In addition, the National Institute of Justice has run a Domestic Radicalization to Terrorism program that has funded multiple projects since its inception in 2012. Project descriptions as well as links to articles produced from that research are available on their website.

  See Library & Multimedia | National Institute of Justice (ojp.gov) (Generalwebpage with links to articles)

  See Risk Factors and Indicators Associated With Radicalization to Terrorism in theUnited States | National Institute of Justice (ojp.gov) ("Risk Factors and Indicators Associated with Radicalization to Terrorism in the United States")

  See Domestic Radicalization and Terrorism | National Institute of Justice (ojp.gov) (NIJ project descriptions and links to articles)

- The National Consortium for the Study of Terrorism and Responses to Terrorism (START) the University of Maryland maintains catalogs of their ongoing and completed research withaccess to published research which includes many CVE and related research projects.

  See https://www.start.umd.edu/about/about-start

- The U.S. Secret Service's National Threat Assessment Center (NTAC) provides a number of resources including: 1) guidance and training on threat assessment and 2) reports and data on mass attacks and school shootings.

  See https://www.secretservice.gov/protection/ntac

- The Department of Homeland Security's Science and Technology Directorate (S&T) maintains a webpage on public safety and violence prevention that includes knowledge products, fact sheets, and evaluations of previous TVTP efforts. S&T works collaboratively with the Center for Prevention Programs and Partnerships.

  See Public Safety and Violence Prevention | Homeland Security (dhs.gov)

c. Risk Assessment Resources

Assessment tools are critical for providing an objective assessment of someone's risk or threat. DHS does not endorse any specific assessment tool; however, DHS' Science and Technology Directorate reviewed several risk assessment tools for effectiveness. Those tools are:

Specific to Violent Extremism:
1. VERA-2R - Violent Extremism Risk Assessment 2 (Revised)
2. ERG 22+ - Extremism Risk Guidelines
3. TRAP-18 - Terrorist Radicalization Assessment Protocol

General Violence Risk Assessment Tools
1. HCR-20 - Historical Clinical Risk Management
2. SAPROF - Structural Assessment of Protective Factors for Violence Risk
3. SAVRY - Structural Assessment of Violence Risk in Youth
4. PLC-R - Psychopathy Checklist - Revised

In addition, several SMEs on threat assessment and management recommended:
1. WAVR – Workplace Assessment of Violence Risk
2. SIVRA – Structured Interview for Violence Risk Assessment

No community should undertake the use of an assessment tool without receiving training on that tool

d. Reentry and Reintegration Resources

Prospective applicants considering programs offering reentry and reintegration services may find the below resources helpful:

- National Institute of Corrections "Offender Reentry/Transitions" webpage, including their Offender Reintegration Handbook, Re-Entry Roadmap for Veterans, and Community Services Division webpage:

   See https://nicic.gov/projects/offender-reentry-transition

   See Reintegration Handbook: https://nicic.gov/tags/offender-reintegration

   See Community Services Division webpage: https://nicic.gov/community-services-division

- The U.S. Department of Veterans Affairs, the Virginia Department of Veterans Services, and the Virginia Department of Corrections "Re-Entry Roadmap for Veterans Incarcerated in Virginia" guidebook

   See Re-Entry Roadmap for Veterans: Guidebook For Veterans Incarcerated In Virginia12 6 11 Re entry manual a roadmap 2012 vadoc (usermanual.wiki)

- S&T knowledge products that have been published:

  See https://crestresearch.ac.uk/comment/trauma-informed-care-and-violent-extremism-prevention/

  See https://crestresearch.ac.uk/comment/moving-away-from-trauma-towards-trauma-and/

While the re-entry roadmap is specifically designed for veterans returning to the community after incarceration, this manual is a good example for other states developing or revising their own veteran re-entry manuals.

- U.S. Department of Education's "Reentry Education Model"

  See A Reentry Education Model: Supporting Education and Career Advancement ForLow-Skill Individuals in Corrections -- November 2012 (PDF)

  This report describes the "development of a correctional education reentry model illustrating an education continuum to bridge the gap between prison and community- based education and training programs. The goal of this model is to ensure that offenders can gain the knowledge and skills needed to obtain long-term, living-wage employment,and transition successfully out of the corrections system.

- U.S. Department of Justice's Roadmap to Reentry:

  The roadmap to Reentry identifies 5 evident-based principles guiding federal efforts to improve the correctional practices and programs that govern the lives of those who will reenter society after incarceration

  See https://www.justice.gov/archives/reentry/roadmap-reentry

- Federal Bureau of Prisons Reentry Programs webpage:

  See https://www.bop.gov/inmates/custody_and_care/reentry.jsp

e. **Definitions**

Bystander:
- Someone who is positioned to observe behaviors related to a person who may be considering acting violently.
- Source: DHS Center for Prevention Programs and Partnerships

Domestic Terrorism

- Activities that
  1. Involve acts dangerous to human life that are a violation of the criminal laws ofthe United States or of any State;
  2. Appear to be intended
     - I. To intimidate or coerce a civilian population;
     - II. To influence the policy of a government by intimidation or coercion; or
     - III. To affect the conduct of a government by mass destruction, assassination,or kidnapping; and
  3. Occur primarily within the territorial jurisdiction of the United States
- Source: 18 U.S.C. § 2331(5)

Domestic Violent Extremist:

- The FBI and DHS define a Domestic Violent Extremist (DVE) as an individual based and operating primarily within the United States or its territories without direction or inspiration from a foreign terrorist group or other foreign power who seeks to further political or social goals wholly or in part through unlawful acts of force or violence. The mere advocacy of political or social positions, political activism, use of strong rhetoric, or generalized philosophic embrace of violent tactics may not constitute extremism and may be constitutionally protected.
- Source:
  - NDAA Domestic Terrorism Strategic Report, 2021
  - https://www.fbi.gov/file-repository/fbi-dhs-domestic-terrorism-strategic- report.pdf

International Terrorism

- Activities that
  1. Involve acts or acts dangerous to human life that are a violation of the criminal laws of the United States or of any State, or that would be a criminal violation if committed within the jurisdiction of the United States or of any State;
  2. Appear to be intended
     - I. To intimidate or coerce a civilian population
     - II. To influence the policy of a government by intimidation or coercion;or
     - III. To affect the conduct of a government by mass destruction, assassination, or kidnapping; and
  3. Occur primarily outside the territorial jurisdiction of the United States or transcend national boundaries in terms of the means by which they are accomplished, the persons they appear intended to intimidate or coerce, or thelocale in which their perpetrators operate or seek asylum.
- Source: 18 U.S.C. § 2331(1)

Risk and Protective Factors:

- Risk Factor Definition:

  o Negative characteristics that may increase the likelihood that an individual is moving toward violence[6]

- Protective Factor Definition:

  o Positive characteristics that may decrease the likelihood that an individual may move toward violence

- Source: DHS Center for Prevention Programs and Partnerships

Targeted Violence:
- Definition:
  1. Involves acts dangerous to human life that are in violation of the criminal laws of the United States or of any State and that: a) involve a degree of planning and b) involve a pre-identified target including: i) individual(s) based on actual or perceived identity traits or group affiliation or ii) property based on actual or perceived identity traits or group affiliation; and
  2. Appears intended to: a) intimidate, coerce, or otherwise impact a broader population beyond the target(s) of the immediate act; or b) generate publicity for the perpetrator or his or her grievances; and
  3. Occurs within the territorial jurisdiction of the United States; and excludes acts of interpersonal violence,[1] street or gang-related crimes, violent crimes perpetrated by organized crime syndicates or similar organizations, or financially motivated crimes.
- Source: DHS Center for Prevention Programs and Partnerships

Underserved Community
- Definition of Underserved Community: Per Executive Order 13985 (Advancing Racial Equity and Support for Underserved Communities Through the Federal Government), "underserved community" refers to populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life, as exemplified by the list in the following definition of "equity."

- Definition of Equity: The consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by

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[6]Unless otherwise stated, the term "violence" here and elsewhere within this document refers specifically to targeted violence and terrorism.

persistent poverty or inequality.

- Source: https://www.federalregister.gov/documents/2021/01/25/2021-01753/advancing-racial-equity-and-support-for-underserved-communities-through-the-federal-government