Virginia Department of Criminal Justice Services

Firearm Violence Intervention and Prevention (FVIP) Grants to Enhance Safety in Public Housing Communities

Guidelines and Application Procedures

SFY 2026 & 2027, July 1, 2025-June 30, 2027
State Funds Competitive Solicitation

Application Due Date:
March 17, 2025, 5:00pm

Late applications will not be accepted.

Virginia Department of Criminal Justice Services
1100 Bank Street, Richmond, VA 23219
www.dcjs.virginia.gov

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I.   Introduction

The Virginia Department of Criminal Justice Services (DCJS) is now accepting applications for Firearm Violence Intervention and Prevention (FVIP) Grants to Enhance Safety in Public Housing Communities. This initiative seeks to reduce violent crime within public housing communities in the Commonwealth of Virginia through effective and sustainable intervention and prevention programming designed to interrupt and prevent local cycles of violence.

This announcement provides guidance to aid applicants in determining eligibility, developing a program narrative, developing the itemized budget and budget narrative, and completing other related forms.

A. **Grant Period**

Grants will be awarded on a competitive basis for a 24-month period beginning July 1, 2025, and ending on June 30, 2027. It is anticipated that continuation funding for an additional two years will be made available, subject to availability of funds and satisfactory performance. The intention of this funding solicitation is to offer seed money to entities interested in implementing new programs. This seed money, eligible for a maximum of four years total per program, will allow grantees to establish, implement, and seek funding to sustain a program. DCJS will expect information about plans for and efforts at sustainability.

B. **Funding Source**

Funding for this grant solicitation is made available from the Virginia Firearm Violence Intervention and Prevention Fund.

C. **Authority, Funding Purpose, and Possible Areas for Funding**

The purpose of this FVIP grant solicitation is to support local public housing agencies' efforts to enhance safety and address violent crime. The applicant must present a clear plan for sustainability.

The following is a non-exclusive list of potential areas of funding:

- Community-based programs designed to enhance quality of life for residents, that strengthen families and other natural supports, and build healthy communities;

- Reentry or workforce development programming, which may include one-to-one mentoring,[1] workforce certification and training, educational assistance, and transportation services;

- After-school programs that provide educational supports, including truancy prevention programs aimed at reducing or eliminating the risk of court involvement;

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[1] Governor Youngkin's Executive Order 41 encourages the establishment of mentoring programs.

- Public relations/media strategies, including promoting prevention services through media campaigns directed at a specific target audience and specialized product development by youth;

- Innovative non-surveillance technology to enhance security and safety for residents; and

- Safe passage programs that enable students to travel safely to and from school and community facilities.

The listed examples are not exhaustive. Applicants may choose to incorporate components of several strategies to best fit the needs of individuals targeted for services.

Regardless of the strategy or strategies selected, applicants must be able to explain why the strategy was chosen for the target population or service delivery area and cite evidence that indicates the strategy is likely to decrease violence.

Violence reduction programs should focus on at least one of the following two key elements:

1. Prevention**:** Solutions that keep youth and young adults from entering the cycle of violence. Prevention involves efforts to prevent escalation by assisting individuals at an increased risk of violence or exhibiting early signs of violent behavior.

2. Intervention: Programs and policies that assist individuals and their families that have been impacted by violence, in order to reduce their risk levels of repeat exposure and future offending.

D. **Amount Available**

- Anticipated total amount to be awarded under this solicitation: $1,800,000

- Maximum allowable per award: $300,000

- Anticipated number of Awards: 6

E. **Match**

Recipients are not required to provide matching funds under this funding opportunity.

F. **Disbursement of Funds**

Disbursement of funds will occur on a reimbursement basis for actual funds expended through a "claim" process. Actual expenditures must be reported quarterly and invoiced pursuant to approved line-item budget categories. Grantees will only be reimbursed for costs incurred within the grant period, and which are reported on the detail of expenditures (financial report). Grant funds may only be obligated during the grant period and liquidated within 45 days after the grant period. A final claim for reimbursement of any remaining expenditures must be submitted within 45 days after the end of the grant period. Claims and financial reports must be submitted through the DCJS Online Grants Management System (OGMS).

II.   Applicant Eligibility Requirements

This funding opportunity is open to local public housing agencies only. For purposes of this solicitation, the following definition is being used: "Any State, county, municipality, or other governmental entity or public body (or agency or instrumentality thereof) which is authorized to engage in or assist in the development or operation of public housing."[2] The agency must have a current federal System of Award Management (SAM) registration and Unique Entity Identifier (UEI) number.

To be eligible for funding under this grant program, organizations must not be excluded or debarred from doing business with the Commonwealth of Virginia or with any federal agency.

III.   Grant Project Requirements

DCJS may suspend (in whole or in part) or terminate funding, issue a Corrective Action Plan, or impose other sanctions on a subgrantee for any of the following:

- Failure to adhere to the standard terms and conditions or special conditions,
- Failure to implement the project within 90 days of the start of the award period,
- Failure to obtain approval for project modifications,
- Implementing substantial program changes to such an extent that the project is no longer aligned with the purpose of the funding,
- Failure to submit reports (programmatic and or financial) in a timely manner,
- Filing a false certification in this application or other report or document, or
- Other significant grant compliance or implementation concerns as identified by DCJS.

IV.   Grant Application Technical Assistance

DCJS staff is available to provide technical assistance regarding the funding announcement and the application procedures. For guidance on preparing and submitting a grant application, please contact Greg Hopkins at gregory.hopkins@dcjs.virginia.gov or (804) 692-0977.

A live webinar for prospective applicants will be offered on February 4, 2025 at 10:00am. Register at: https://events.gcc.teams.microsoft.com/event/b6cb6e92-3507-4791-ab80-cfdbbfefd84c@620ae5a9-4ec1-4fa0-8641-5d9f386c7309

A link to the recording of the webinar will be added to the funding opportunity in OGMS within 1-2 business days after the live webinar.

Applications must be submitted using the Online Grants Management System (OGMS), found at http://ogms.dcjs.virginia.gov/index.do. Instructions for **registering for a new account** and for **applying for funding** can be found on the OGMS Training & Resources page, found at

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[2] 42 USC § 1437a(B)(6)

https://www.dcjs.virginia.gov/grants/ogms-training-resources. The Funding Opportunity number is 543674.

V. Grant Application Deadline

Applications must be submitted through OGMS no later than March 17, 2025, 5:00pm. Early submissions are encouraged.

VI. Restrictions and Limitations

A. **Non-supplantation**

This funding opportunity is supported with state funds. State funds must be used to supplement existing state and local funds for program activities and must not supplant (replace) those funds appropriated for the same purpose. Additionally, requests for "new" staff positions must be justified, must not supplant state or local funds, and must result in significant additional service delivery.

B. **Non-allowable expenses**

FVIP grant recipients may not use these grant funds to pay for:

- Any portion of salary for the time not dedicated to approved, grant funded activities;
- Capital construction, renovation, remodeling, or land acquisition;
- The purchase or lease of any vehicles;
- Firearms, ammunition, or other law enforcement equipment;
- Surveillance equipment;
- Lobbying or political contributions;
- Honoraria;
- Indirect costs; or
- Personal entertainment, personal calls, or alcohol.

VII. Application Review Process

This is a competitive grant application process. Applications will be reviewed, evaluated, and scored based on adherence to these grant guidelines and the clarity, substance, and strength of the request made for funding. The scores provide a starting point for evaluation of the proposals.

Reviewers may consider current and past performance, project progress and implementation, demonstrated need, geographic location, budget justification, program design and services provided, sustainability, cost effectiveness of proposed projects, adherence to grant guidelines, and the availability of funds.

Each application can earn a maximum score of 100 points. The primary grant program elements are evaluated based on ratings of *excellent*, *acceptable*, *marginal*, or *unacceptable*. Points that can be awarded for each primary grant program element are:

☐ Itemized Budget (10%) 0–10 points

☐ Budget Narrative (20%) 0–20 points

☐ Needs Justification (30%) 0–30 points

☐ Project Description (30%) 0–30 points

☐ Goals and Objectives (10%) 0–10 points

The Criminal Justice Services Board is expected to make award determinations at its meeting on May 8, 2025. Award determinations are final and may not be appealed.

DCJS will issue grant awards based on approval from the Criminal Justice Services Board. Fiscal and or programmatic revisions may be required as a condition of funding. Such revisions must be submitted in OGMS prior to project initiation.

VIII. Application Instructions

Grant applications must be entered in OGMS. Register or confirm existing registration at least two weeks prior to the application due date to ensure that the individual who will be submitting the application has OGMS access. To apply for this grant, select "Funding Opportunity #543674, Firearm Violence Intervention and Prevention (FVIP) Grants to Enhance Safety in Public Housing Communities."

A. **Instructions for Face Sheet (in OGMS)**

1. **Congressional District**: Select all congressional districts served by this grant.

2. **Jurisdiction(s) Served**: Select all jurisdictions that are proposed to be served by this grant.

3. **Program Title**: Program titles must include your organization's name, name of the grant program, and the state fiscal year or calendar year.

4. **Certified Crime Prevention Community**: Not applicable to this grant program.

5. **Type of Application**: Enter "New."

6. **Community Setting**: Check all that apply.

7. **Brief Project Overview**: Provide a description of the proposed project and the anticipated implementation activities. Summarize what the funds will support, including the number of people that will be served, items that will be purchased, and the number of staff that will be supported, including position titles.

8. **Project Director**: Provide the name and contact information for the person who will have day-to-day responsibility for managing the project and who will be the

contact if DCJS needs project-related information.

9. **Project Administrator**: List the person who has authority to formally commit the organization to complying with all the terms of the grant application. This must be the leader of the agency/organization or the Chief Executive Officer. If someone other than one of these officials has been delegated the authority to sign and signs the grant application, provide a copy of the letter, memorandum, or other document by which the signing authority was delegated.

10. **Finance Officer:** List the individual who will be responsible for fiscal management of the funds.

   Note: Appropriate internal controls necessitate that the Project Director, Project Administrator, and Finance Officer are different people.

B. **Budget Summary Form (in OGMS)**

   Report the amount of funds requested by category, including personnel, fringe benefits, consultants, travel, subsistence and other travel, equipment, and supplies and other expenses. Funding reported on the grid should represent the whole grant period. **Round all amounts to the nearest dollar.**

   Funding for this grant program comes from state funds. Place requests for funding under the "State Special" column.

   Each budget line must correspond to the itemized budget forms. Prior to submitting the application, please ensure that each itemized budget form aligns with the total amount requested on the budget grid.

   Funds from Other Sources: Enter all funds from other sources that support the project. If the proposed project will generate program income, enter the anticipated amount of program income that will be earned and explain how these funds will be used to support the grant project.

C. **Project Narrative Form (as attachment; may not exceed 10 pages)**

   1. **Demonstration of Need:** Describe the needs of the community served, including the severity of crime or firearms violence issues and the impact of violence on the community. Provide specific statistics that support the existence and extent of the problem as defined in the eligibility section of these guidelines. Identify if a strategic comprehensive assessment has been completed, and if so, what the assessment shows.

   2. **Project Description:** Provide a description of the proposed project or practice, some of the planned implementation activities, and the activities' relevance to reducing firearms related violence in your community. Provide information on how your project intends to reduce violent crime based on your outlined activities.

   3. **Service Area Demographic/Target Population:** Describe the intended population served by the project.

   4. **Sustainment Plan:** Provide a brief description of how your agency will continue the funded initiative, assuming ongoing funding will be needed, once grant funding ends.

Include any long-term adjustments your agency plans to continue throughout and beyond the grant period.

D. **Goals and Objectives Form (in OGMS)**

List and describe your program's goals. Each goal must have objectives. Each objective must be measurable and directly related to one or more items requested in the proposed grant budget.

All applicants must complete the project-specific Goals and Objectives section. This section is worth 10% of the applicant's score. Awarded applicants will report on the status of their goals and objectives quarterly. Goals and objectives must be reflective of the work anticipated to occur in the grant period with awarded funds. Applicants should identify three goals. Each goal should have two to three objectives. Each objective must be "SMART," meaning they must be specific, measurable (i.e. quantifiable), action-oriented, realistic, and time-based. Additionally, objectives must be directly related to one or more items requested in the grant proposal budget.

E. **Itemized Budget Form (in OGMS)**

Complete an itemized budget form for each section for which funding is requested. Total amounts on each itemized budget form must match amounts listed on the applicant's budget grid.

Requirements:

- All items requested in each budget form must be allowable, reasonable, and clearly necessary for the project to succeed.

- For all items, under "Item Justification," explain how the item is needed to support this grant project and the goals and objectives of the grant. Items not considered allowable, reasonable, or clearly necessary for the project will not be approved.

- All items must include a basis of computation in the description of the item and an explanation of how the requested cost was determined.

- At the bottom of each itemized budget form, the applicant must identify the funding source for the budgetary items. Allocate all expenses under federal funds, state funds, cash match, or in-kind match, as appropriate. For this solicitation, all grant funds will be state funds.

- For all budgeted items, the applicant must indicate in the description whether the item is used exclusively for the proposed project. Items that are not used exclusively for the project must be prorated, and the applicant must include an explanation of how the items were prorated.

   1. Prorating means the request for funding is proportional to the use of each item for this grant program.

   2. If an item is used exclusively for this proposed project, prorating is not needed. If the item is used to support other projects in the agency, prorating is needed.

3. How to prorate.

   a. Proration Based on Budget: If your request for funding is 15% of your total operating budget, you can prorate items that are not used exclusively for this proposed project by 15%.

   b. Proration Based on grant funded staff: If your staff is funded 50% by this grant, you can prorate this person's computer, office supplies, office furniture, or other assigned items by 50%.

- Budgeting Match
  Match is not required under this grant program. Do not add matching funds to the budget.

F. **Personnel and Employee Fringe Benefits Itemized Budget Form** (If no personnel are funded by this project, use $0.00 on the budget grid.)

This section applies to all employees and volunteers supported by any funds associated with this project. Staff time that is supported by grant funds may only be spent on approved grant activities.

1. Indicate if personnel costs are included in your budget – "Yes" or "No." If "Yes", under "Personnel," enter the employee's name, position title, if it is full time or part time, the total hours per week worked, the total hours per year, the total annual salary (regardless of funding source), and the amount requested under the grant. Indicate if this is a new position. If the position is vacant, enter "Vacant" in lieu of an employee name.

   All requested amounts must be reasonable given the complexity of work and consistent with the applicant's staff compensation plan. If you are requesting funding for a position that provides services outside of these grant activities, pro-rate your request to only include time spent on this grant project.

2. Under "Employee Fringe Benefits," select the employee's name and enter the fringe benefit costs (FICA, Retirement, Group Life, Health Insurance, Workers' Compensation, Unemployment, Disability, and other). If you are unable to enter the fringe benefits for individual employees, create an employee named "Fringe Benefit" and enter the aggregate amounts for each fringe benefit (enter zero for the salary). If you elect this process, leave the fringe amounts for each individual employee at zero.

3. Under "Positions and Justification," select the employee's name and enter in the description of position (maximum of 500 characters) and justification for position (maximum of 500 characters) for each item.

   a. Under "Description," describe grant-related duties performed (do not list job duties that are not under this grant), how the position was prorated, and assurance that the salary meets or exceeds the living wage requirement and provide basis of computation for fringe benefits.

   b. Under "Justification," explain how the position is essential to the goals in the proposed project and justify the rate of compensation by providing assurance that the rate is approved by the Board of Directors or aligned with the locality

compensation plan and similar to other positions in the geographic area that perform similar work.

G. **Consultants Form** (If no consultants are funded by this project, use $0.00 on the budget grid.)

Services provided by a third party, regardless of whether there is a contract in place, should go under consultants; for example, training facilitators, consulting firms, employment agencies, interpreters, translation services, property management, daycare providers, etc.

1. Indicate if consultants or consultant subsistence and travel costs are included in your budget – "Yes" or "No." If "Yes" under "Consultant" and "Consultant Subsistence (lodging + meals) & Travel" enter the information required and the amounts under the funding source(s) as appropriate.

2. For individuals reimbursed for personal services on a fee basis, enter each type of consultant or service (with numbers in each category and names of consultants when available), the proposed daily fee rate, and the amount of time to be devoted to such services. The rate of compensation for individual consultants must be reasonable and consistent with that paid for similar services in the marketplace; however, the rate may not exceed $650.00 per day ($81.25 per hour, exclusive of travel and/or subsistence) and may not exceed the consultant's usual and customary fee.

3. For organizations, including professional associations, educational institutions, and performing professional services, enter the type of services being performed and estimated contract prices. Requests for contracted services and consultants will be carefully screened. Consultant and contracting fees will be approved only when it is justified that the use of outside contract agencies and consultants will significantly and permanently enhance project effectiveness.

4. "Consultant Travel and Subsistence" is generally not allowable unless it is necessary, reasonable, and justified. Reimbursable costs must adhere to the recipient's established travel policy.

5. Under "Description and Justification," select the name of the consultant and enter in the description of consultant's role (maximum of 500 characters) and justification for use of consultant (maximum of 500 characters). Include a description of each service contracted for, the number of clients benefiting from each type of service, and total budgeted amount for each service and a per client/group cost. Applicants are encouraged to attach supporting documentation to justify the request.

H. **Travel Form** (If no travel is funded by this project, use $0.00 on the budget grid.)

The OGMS travel form is for mileage only. Mileage reimbursement must be for staff or volunteers of this grant project to assist them with meeting the goals of the grant. Mileage is separated in this grant solicitation because many programs have differing mileage rates for local and non-local mileage. **Local mileage** is considered travel within the immediate service area (satellite offices, court, meetings, etc.). **Non-local mileage** is outside of the immediate service area (trainings, conferences, meetings, etc.).

1. Indicate if travel (mileage) costs are included in your budget – "Yes" or "No." If "Yes" under "Local Mileage" or "Non-local Mileage" enter the number of miles and the mileage rate.

2. Itemize total travel expenses of program personnel by local mileage and non-local mileage. Unless a local policy governs, mileage is reimbursed at the federal rate, found at https://www.irs.gov/tax-professionals/standard-mileage-rates.

3. Under "Description and Justification," select the mileage being requested and enter in the description of mileage (maximum of 500 characters) and justification for mileage (maximum of 500 characters) for each item. If local travel policy differs from the federal/state travel policy, please provide or describe the policy in the justification. State in the description whether the request is based on the federal/state travel policy or the agency's policy.

I. **Subsistence and Other Travel Costs Form** (If not funded by this project, use $0.00 on the budget grid.)

Subsistence and other travel costs must be for staff or volunteers of this grant project to assist them with meeting the goals of the grant.

- Indicate if subsistence and other travel costs are included in your budget – "Yes" or "No." If "Yes," under "Subsistence," enter the event title; Under "Lodging," enter the number of rooms required, number of nights, and rate cost; and under "Meals," enter the number of people, number of days, and the per diem rate.

- Recipients must follow the federal per diem rates, found at https://www.gsa.gov/travel/plan-book/per-diem-rates, unless there is a written local travel policy. Transportation costs, such as air and rail fares, are at coach rates. Subsistence is paid according to a per diem rate.

- Under "Other Travel Costs," enter the event title, number of people attending, number of trips with airfare, the rate, and other travel costs.

- Under the "Description and Justification," select the event item being requested and enter in the description of costs (maximum of 500 characters) and justification for costs (maximum of 500 characters) for each item. If local travel policy differs from the federal/state travel policy, please provide or describe the policy in the justification. State in the description whether the request is based on the federal/state travel policy or the agency's policy.

J. **Equipment Form** (If no equipment is funded by this project, use $0.00 on the budget grid.)

Grant funds may be used to purchase equipment needed to meet the goals of the grant. Grant funded equipment must be tracked, managed, and disposed of in a manner consistent with the subrecipient's policies.

Equipment means tangible personal property (including information technology systems) having 1) a useful life of more than one year and 2) a per-unit acquisition cost of $5,000 or greater (or the organization's capitalization policy, if it is less than $5,000). If the organization does not have a capitalization policy in place, the amount of $5,000

must be followed.

- Indicate if equipment is included in your budget – "Yes" or "No." If "Yes" enter the item requested, the cost per item or monthly rate, and the total number of items or months for each item.

- Under "Description and Justification," select the equipment item being requested and enter in the description (maximum of 500 characters) and justification (maximum of 500 characters) for each item.

  1. Under "Description," provide the basis of computation for the requested amount and explain how the item is prorated to its support of the grant project. Provide an explanation of how the amount being requested is reasonable. Grant reviewers will want to know whether the cost of the item is typical for similar items. Explain how you determined the cost of an item, for example, you received a quote from a vendor. Attach applicable documentation of estimated cost.

  2. Under "Justification," explain how the item is essential to the goals in the proposed project. If equipment is requested to replace outdated or "old" equipment, briefly describe why replacement is necessary and when the "old" equipment was acquired.

K. **Supplies and Other Expenses** (If not funded by this project, use $0.00 on the budget grid.)

Supplies are all other items of tangible personal property that are not equipment. This includes computing devices that cost less than $5,000 per unit (or the organization's capitalization threshold, if that is less than $5,000). Supplies and other expenses include, but are not limited to, the following: office supplies, postage, training registration, telephone services, cell phone services, equipment maintenance, internet provider contracts, membership fees, and printing projects. All computers purchased with DCJS grant funds must be equipped with updated anti-virus protection software.

All costs must be itemized within this category by major types (e.g., office supplies, equipment use fees [which must be supported by usage logs], printing, postage, and telecommunications). If the item includes more than one component, identify subcomponents under "Description."

1. Indicate if supplies and other expenses are included in your budget – "Yes" or "No." If "Yes" enter the item requested, the cost per item or monthly rate, and the total number of items or months for each item.

2. Under "Description and Justification," select the supply or item being requested and enter in the description (maximum of 500 characters) and justification (maximum of 500 characters) for each item.

   a. Under "Description," explain what the item is and provide a basis of computation that explains how the total cost of the item was determined.

   b. Under "Justification," explain why the item is needed to meet the goals of the grant. If the item is replacing an older item, include the age of the older item and explain why it must be replaced.

3. Also, under "Description," explain whether the item is for exclusive use of this grant project. Grant funds cannot support the entire cost of an item that is not used for activities solely related to this grant program; however, grant funds can support a prorated share of such an item. Prorating calculations must be provided under description.

L. **Indirect Costs** For the purpose of this solicitation, indirect costs are not allowed. Use $0.00 on the budget grid.

M. **Attachments**

Upload the following attachments in OGMS:

- A letter designating signing authority is required if someone other than the specified individual signs any of the certifications in the application. The letter must be on official organization letterhead, include an effective date, and include the contact information of the person being granted signatory authority.

- Applicants seeking funding under "Personnel" must attach job descriptions for each staff person for whom they are requesting funding. Job descriptions must correspond to each staff person listed on the application.

- Verification of current federal System of Award Management (SAM) registration and Unique Entity Identifier (UEI) number.

N. **General Conditions and Assurances**

All applicants must complete this form. It must be signed by the Project Administrator.

O. **Lobbying and Debarment Certification**

All applicants must complete this form. It must be signed by the Project Administrator.

F. **SAM Registration**

All applicants must complete this form. Upload proof of active SAM registration with the Unique Entity Identifier number (UEI) and its expiration date.

P. **Non-Supplantation Form**

All applicants must complete this form. The form must be signed by the Project Administrator.

Note: Grant funds must be used to *supplement* existing state and local funds for program activities and must not *supplant (replace)* those funds that have been appropriated for the same purpose. Additionally, requests for "new" staff positions must be justified, must not supplant other funds, and must result in significant additional service delivery.

Q. **Authority Certification**

All applicants must complete this form. It must be signed by the Project Administrator.

IX.   Grant Reporting Requirements

Failure to comply with grant reporting requirements in a timely manner may result in DCJS withholding disbursement of grant funds or termination of the award. DCJS will provide

grant reporting requirements at the time of grant award. Listed below are the anticipated requirements.

A. **Financial Reports** (called "Claims and Detail of Expenditures" in OGMS)

Grant recipients must submit quarterly financial reports in OGMS. All grant recipients are required to complete financial reports by the 15th of the month after the close of each quarter. If that date falls on a weekend or state recognized holiday, the reports are due on the next business day.

Projected Financial Report Due Dates for State Fiscal Year (SFY) Grants:

1st Quarter, July – Sept.	October 15
2nd Quarter, Oct. – Dec.	January 15
3rd Quarter, Jan. – March	April 15
4th Quarter, April – June	July 15

B. **Progress reports** (called Status Reports in OGMS)

Grant recipients must submit quarterly status reports through OGMS. If the status report due date falls on a weekend or state recognized holiday, the reports are due on the next business day.

Projected Quarterly Status Report Due Dates for SFY Grants:

1st Quarter, July – Sept.	October 15
2nd Quarter, Oct. – Dec.	January 15
3rd Quarter, Jan. – March	April 15
4th Quarter, April – June	July 15

X. How and Where to Submit Applications

Submit applications and required attachments through OGMS by 5:00pm on Monday, March 17, 2025. After such time, OGMS will no longer permit applications to be submitted.

For technical issues and questions regarding OGMS, email ogmssupport@dcjs.virginia.gov (include your grant name and application number) or visit OGMS Training & Resources at https://www.dcjs.virginia.gov/grants/ogms-training-resources.

DCJS staff are available to provide technical assistance and support during the application process.   Please contact Greg Hopkins at gregory.hopkins@dcjs.virginia.gov or (804) 692-0977. You may also use the "Question" feature in the funding opportunity in OGMS. A response will be sent within two business days.