



State of Wisconsin  
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## Grant Announcement

### **2021 Wisconsin Act 109 Digital Mapping of School Buildings – 2022**

Accepting applications 07/01/2022 – 06/30/2024

*Application approval subject to availability of funds.*

*Applications must be submitted through Egrants.*

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## Contact Information

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- For any general program, policy, or budget questions related to School Safety Grants:
  - Please submit via email to: [schoolsafetygrants@doj.state.wi.us](mailto:schoolsafetygrants@doj.state.wi.us)
- For any questions related to the Egrants process:
  - An Egrants system user guide, tailored to the School Safety Initiative and containing step-by-step instructions for accessing and using the Egrants online system, through grant award instructions, is available here:  
<https://www.doj.state.wi.us/sites/default/files/school-safety/grant-instructions.pdf>
  - Online help is available throughout the Egrants application. Once you have started an application, look for the HELP button in the top right corner of the screen, and you will be directed to page-specific instructions.
- Department of Justice (DOJ) Egrants technicians are available for technical issues (only) on non-holiday weekdays from 8am to 4:30pm CST.
  - Email: [Egrants@doj.state.wi.us](mailto:Egrants@doj.state.wi.us)
  - Madison area local calls: (608) 267-9068
  - Statewide toll free: (888) 894-6607
- The [DOJ Grants Administrative Guide](#) provides assistance with grants management and fiscal management rules, such as allowable costs and procurement.
- DOJ Office of School Safety: <https://www.doj.state.wi.us/oss>

## Grant Announcement Summary

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**Program Area:** School Safety

**Grant Title:** Wisconsin Act 109 Digital Mapping of School Buildings – 2022

**Description:** The passage of [2021 Wisconsin Act 109](#) amends [2017 Wisconsin Act 143](#), now allowing school boards, governing bodies of private schools, charter schools, and tribal schools to submit digital maps of their school buildings, (in lieu of blueprints) to the Office of School Safety to comply with 2017 Wisconsin Act 143 and 2021 Wisconsin Act 109.

With this update, the Wisconsin Department of Justice (DOJ) - Office of School Safety (OSS) is seeking applications from school boards, governing bodies or private schools, charter schools and tribal schools interested in obtaining critical incident mapping data.

To ensure state-wide compliance with 2017 Wisconsin Act 143 and 2021 Wisconsin Act 109, and thus the safety of every school building in Wisconsin, priority to funds will be given to school districts or governing bodies of private schools who have never provided blueprint/map of their school buildings to the Office of School Safety.

**\*For the first 14 business days (07/01/2022 – 07/22/2022) of this funding opportunity, priority will be given to schools who have never submitted maps/blueprints of school facilities to OSS. After this period, eligibility will be expanded to include all schools in Wisconsin, regardless of compliance status or prior map submissions, and will be reviewed on a first come first serve basis, until \$2,000,000 is allocated.**

**Anticipated Funding Amount:** A total of \$2,000,000 is available in funding. Applicants are eligible to apply for up to \$5,000 per building (at a maximum of \$200,000.00) per public school district, governing body of private schools, public schools, and tribal schools.

### Match/Cost Sharing

**Sharing Requirement:** There is no match required.

**Eligibility:** Eligible applicants are limited to K-12 public, private, charter, or tribal school in Wisconsin.

**Eligible Expenses:** Grant funds must be used for site-specific critical incident mapping data to enhance security and increase situational awareness for first responders and must meet the requirements listed on page 6 of this grant announcement.

## Determining Eligibility

To be eligible schools must meet all the following criteria:

Be considered a K-12 public, private, charter, or tribal school in the state of Wisconsin.

Virtual schools, Department of Corrections schools, and juvenile detention centers are ineligible for funds. CCDEB, DPI, and DHS schools not listed in the online DPI records should contact the OSS to discuss eligibility prior to applying. Questions about the eligibility criteria should be directed to School Safety Grants at [schoolsafetygrants@doj.state.wi.us](mailto:schoolsafetygrants@doj.state.wi.us).

**\*As a reminder, for the first 14 business days (07/01/2022 – 07/22/2022) of this funding opportunity, priority will be given to schools who have never submitted maps/blueprints of school facilities to OSS. After this period, eligibility will be expanded to include all schools in Wisconsin, regardless of compliance status or prior map submissions, and will be reviewed on a first come first serve basis, until \$2,000,000 is allocated.**

## Eligible Expenditures

Eligible expenditures are expenses directly related to the purchase of site-specific critical incident mapping data, used to enhance security, and increase situational awareness for first responders and must meet the following criteria:

- Grant monies awarded must be used for site-specific critical incident mapping data to enhance security and increase situational awareness for first responders.
- All data must be compatible with platforms and applications used by local, state, and federal public safety officials. The data **may not** require local, state, or federal public safety officials, school districts, or private schools to purchase additional software.
- The data must include information that can best assist first responders in an emergency, such as building numbers, floors, suite designations, room numbers, or other available relevant location information.
- All expenses must be new and cannot replace existing or budgeted state or local government funding. Substitution of existing funds with grants (supplanting) will be the subject of monitoring and audit. Violations may result in a range of penalties, including suspension of current and future funds under this program, suspension or debarment from DOJ grants, repayment of monies provided under a grant, and civil and/or criminal penalties.

Applicants with questions whether a proposed expenditure is eligible should contact School Safety Grants at [schoolsafetygrants@doj.state.wi.us](mailto:schoolsafetygrants@doj.state.wi.us).

## Supplanting

Funds granted by the Office of School Safety to grantees must not replace (supplant) funds that have been appropriated for the same purpose. Supplanting is prohibited.

- Supplanting definition: To deliberately reduce state or local funds because of the existence of school safety grant funds.

## Award Information

Project funding will be provided by DOJ. Upon application approval, the applicant agency's project director will receive the grant award documents electronically.

- Once grant award documents are signed and returned to DOJ, the project may begin.
- Work performed must be conducted during the period of the grant.
- Any payment to contractors should be made by the school once the work is performed.
- DOJ grant programs are funded on a reimbursement basis, meaning that during the grant period, funded projects will track approved expenditures and request reimbursement from DOJ through quarterly fiscal reports. Applicants concerned about this reimbursement basis should consult the OSS before applying.
- Project will be considered complete when applicant has submitted all program and fiscal reports and verified 2017 Wisconsin Act 143 compliance.

## Submit Applications Using Egrants

OSS has created a [guide](#) to assist applicants in completing applications. Below are additional details to assist in creating an Egrants account which must be completed before starting an application.

Applications must be submitted through the Egrants online grants management system: <https://egrants.doj.state.wi.us/egmis/login.aspx>

- If you have never used Egrants before, you will need to register for access to the system.
  - To register online, go to <http://register.wisconsin.gov/AccountManagement/> and complete the "self-registration" process.
  - On the account registration site, you will have a choice between the DOJ Egrants and WEM EGrants.
    - *Please take care to select **DOJ** Egrants during this process.*
  - Authorization to access Egrants can take several days depending on registration activity. Authorizations are only processed during normal business hours.

- Once your Egrants access has been approved, you may begin your online grant application.

An Egrants System User Guide, tailored to this opportunity, is posted here: <https://www.doj.state.wi.us/sites/default/files/files/egrants-system-user-guide.pdf>.

If you have any problems using Egrants, please contact the DOJ Egrants Helpdesk team at [egrants@doj.state.wi.us](mailto:egrants@doj.state.wi.us) or (608) 267-9068.

## Application Components

- Through Egrants, you will provide DOJ with information about your program that will be used to make a funding decision.
- Questions on what is expected in each section can be directed to [schoolsafetygrants@doj.state.wi.us](mailto:schoolsafetygrants@doj.state.wi.us).
- Attachments should only be included in this grant application where specifically requested in section instructions. Do not attach blueprints to this application.
- The Grant Administrative guide refers to DUN and CCR/SAM numbers (page 8). Note that the Grant Administrative Guide is a DOJ publication that addresses both federal and state grant applications. DUN and CCR/SAM numbers are needed for federal grant applications. The DUNS/UEI number is not required.

## Main Summary

This page asks for information about your organization and the three individuals responsible for the application and grant award. The financial officer is the individual responsible for financial activities in your organization. The project director will oversee project operations. The signing official for public school districts is the school board president or superintendent. For private schools the signing official is the head of the governing board.

Each responsible individual in this grant must be a different person.

In the Brief Project Description text box, please describe your program(s) in 150 words or less. An example is shown below for your convenience:

“Happy School District will use these grant funds to contract with a vendor to create digital maps of school grounds. This will include digital maps of buildings A, B, C, & D, with labeled rooms and directions for use by Law Enforcement and First Responders.”

Responses to this section will be used on the DOJ website, cited in DOJ reports and could be mentioned in press releases. Plain language that clearly describes the intent of the project is

most effective. There are many required fields on this page so if you encounter problems, please check online help by clicking the floating HELP button.

## Approval Checklist

Please answer “Yes” or “No” to each question. It is anticipated that the response to most questions will be “No” or “N/A.” The Department of Justice is responsible for the administration of numerous federal grant programs, and many of these questions are intended to meet federal grant guidelines and requirements. In addressing these questions, please note the following guidance for specific questions:

5. Are you a state or local government agency; AND have 50 or more employees; AND applying for \$25,000 or more?	No *
If yes, you are required to prepare and implement an Equal Employment Opportunity Plan (EEO) or Certification form (if applicable). A copy of your EEO federal approval letter must be submitted to DOJ. (More information may be found at <a href="http://www.doj.state.wi.us/grants/grantee-civil-rights-information">http://www.doj.state.wi.us/grants/grantee-civil-rights-information</a> ) (federal EEO required response)	

For Question #5: A school district would be considered a local government agency and should respond to this question accordingly. Please note that as this is not a federal grant program, therefore, no documents need to be submitted to DOJ.

6. If this application is \$25,000 or more, did your business or organization (including parent organization, all branches, and all affiliates worldwide) receive in the previous fiscal year (1) 80% or more of your annual gross revenues in US federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?; AND (2) \$25,000,000 or more in annual gross revenues from US federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements? (required by The Federal Funding Accountability and Transparency Act)	No *
7. If you answered yes to the previous question, does the public have access to information about the compensation of the senior executives in your business or organization (including parent organization, all branches, and all affiliates worldwide) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?	N/A *
If you answered no to the first part of this question; you must attach to this application the full names and compensation of the top 5 highly compensated individuals of your organization as required by The Federal Funding Accountability and Transparency Act.	

For Question #6: It is not anticipated that any Digital Mapping applicant would meet the thresholds described (more than 80% of annual gross revenues received in federal funds AND more than \$25 million received in federal funds). Therefore, responses to this question are anticipated to be ‘No.’

For Question #7: If Question #6 is answered ‘No,’ the response to Question #7 should be ‘N/A.’

## Performance Measures

Please open this section and change the page status to Complete; then save the page. Performance Measures will be identified and collected during post-award reporting (see #5 on p. 11) rather than through this funding application process.

## Budget Detail

All applicants agree to follow schools' procurement policies when purchasing contractual services to obtain critical incident mapping data.

Complete a project budget using one budget subcategory:

- Supplies/Operating Expenses

In this category, enter a justification that describes how the items here will be used during the grant period.

Budget estimates should be conservative and specifically designed to meet project needs.

Invoices submitted to OSS should reflect costs per building.

## **Budget Detail Subcategory**

**In the Budget Detail Section, please provide summary budget details and computations for the overall project.** The “description of computation” in each of these subcategories should be detailed enough to explain the purposes of each entry.

Supplies/Operating Expenses:

Only costs directly related to acquisition of digital maps.

**\*See [Grant Guide](#) for detailed explanation and step-by-step example of submission.**

## Budget Narrative

**1,500 word limit.** Please describe how your budget relates to the overall project strategy or implementation plan. The narrative should describe the proposed activities, budget for your project, and project timeline. In addition, please include a list of addresses, buildings, and/ or other relevant school facilities being mapped. If available, please attach any vendor quotes associated with your requested budget.

## 2017 Wisconsin Act 143 Compliance and other School Safety Submissions

Applicants do not have to be compliant with requirements of 2017 Wisconsin Act 143 to apply, however, compliance disclosure must be indicated at time of application in Egrants. Assistance regarding compliance with 2017 Wisconsin Act 143 is available here: <https://www.doj.state.wi.us/office-school-safety/act-143>. All applicants must be 2017 Wisconsin Act 143 compliant at the conclusion of the grant period and before final payment.

### Noncompliant:

- Applicants that are not compliant with 2017 Wisconsin Act 143 shall state, “Applicant will comply with Wis. Stat. § 118.07(4)(e) during this grant period and before final payment is issued.”

### Compliant:

- Schools may certify existing compliance by stating, “[Applicant] has submitted all of the following information to OSS as required under Wis. Stat. § 118.07(4)(e).”

All of the following must be submitted to be considered compliant:

- A copy of its School Safety Plan, including the most recent date on which the school board or governing body reviewed and approved the school safety plan.
- The date(s) of the required annual School Violence Drill(s) during the previous year, including certification that the school board or governing body reviewed a required written evaluation of the school violence drill(s).
- The date of the most recent school safety plan training, and the number of attendees.
- The most recent date on which the school board or governing body consulted with a local law enforcement agency to conduct required on-site safety assessments.

## General Conditions

1. Award funds will be used to supplement, not supplant, planned or allocated funds.
2. All funds must be obligated within the grant period.
3. Grant funds will be paid to the grantee on a reimbursement basis.
4. Any changes in personnel involved with the grant including the project director, financial officer and/or signatory needs to be reported in a modification to DOJ via [Egrants](#).
5. Recipient fully understands DOJ has the right to suspend or terminate grant funds to any recipient that fails to conform to the requirements (special/general conditions and general operating policies) or that fails to comply with the terms and conditions of its grant award.
6. All applicants agree to follow schools' procurement policies when purchasing contractual services to obtain critical incident mapping data.

## Post-Award Special Conditions/Reporting Requirements

1. The applicant must complete all required program and fiscal reports. The award document will provide reporting due dates.
2. School Boards or Governing Bodies of private schools will submit digital mapping data to the Office of School Safety, and local law enforcement with jurisdiction over the school.
3. All 2017 Wisconsin Act 143 materials must be received, reviewed, and approved by OSS prior to reimbursement. Information on submitting 2017 Wisconsin Act 143 materials may be found here: <https://www.doj.state.wi.us/office-school-safety/act-143>.