Criminal Justice
Statewide Crisis Intervention Program (SCIP)
Gun Shop Project – 2023

Grant Announcement

Applications must be submitted through Egrants on or before June 21, 2024 11:59 p.m.
Important Contact Information for this Grant Opportunity:

Program/Policy: Katie Snell (608) 852-9722
SnellKM@doj.state.wi.us

Budget/Fiscal: Dylan Mooney (608) 419-3977
MooneyDJ@doj.state.wi.us

Egrants Assistance: Weekdays, 8 a.m. – 4:30 p.m.
Email: Egrants@doj.state.wi.us
Local calls: (608) 267-9068
Toll free: (888) 894-6607

The Egrants Application Guide has step-by-step instructions for accessing and using the Egrants online system. The guide is posted on the Egrants page of our website.

Online Help is available throughout the Egrants application process. Once you have started an application, look for the HELP button in the top right corner of the screen. Page-specific instructions can be found there.
Grant Announcement Summary

Program Area: Criminal Justice

Grant Title: Statewide Crisis Intervention Program (SCIP) Gun Shop Project (2023)

Description: This SCIP funding aims to expand the reach of Wisconsin’s Gun Shop Project, encouraging the use of safe storage methods and open dialogue surrounding the issues of mental health and suicide prevention. By broadening the scope of the Gun Shop Project, the Wisconsin Department of Justice intends to help facilitate increased safe storage methods across the state, thereby hopefully reducing the number of suicides by firearm in Wisconsin.

Opportunity Category: Non-competitive

Important Dates:
- Application Due Date: June 21, 2024
- Project Start Date: October 1, 2024
- Project End Date: September 30, 2025

Reporting Requirements: If awarded a grant, your agency will be responsible for completing the following reports in order to receive reimbursement.

- Program Reports must be submitted in Egrants quarterly.
- Equipment grants will require an Inventory Report in addition to Program and Financial reports. An Inventory Report must be submitted in Egrants prior to grant closeout and final reimbursement.
- Financial Reports must be submitted in Egrants quarterly.
- Performance Measurement Tool (PMT) reports must be submitted quarterly in the PMT system located at https://ojpssso.ojp.gov/ and uploaded into Egrants Program Reports as required.

Anticipated Funding Amount: A total of $100,000 is available through this initiative to support partnerships involving local firearms retailers and local government agencies to encourage safe storage and educational campaigns surrounding firearms, safety, and community efforts to prevent suicide.

Maximum awards will be $25,000. Applications will be reviewed on a rolling basis for completion, clear project design that matches intent of the grant, and accurate budgets. Grants will be awarded on a first-come, first-served basis until all funds are awarded.

Match/Cost Sharing Requirement: There is no match required under this program.

Eligibility: Eligible applicants include county-level agencies in Wisconsin, including but not limited to county sheriff departments and county-level public health, human services, or other relevant agencies. County-level agencies may apply on behalf of a partnership with organizations that work toward suicide prevention and have experience in
implementing and administering suicide prevention programs as well as in providing instruction related to suicide prevention and/or safe storage best practices. If awarded funding, the county-level applicant agency will manage the award and serve as the fiscal agent for the project on behalf of all partners in the participating county.

Eligible Expenses:
Funding may be used for Personnel, Employee Benefits, Travel/Training, Equipment, Supplies & Operating Expenses, Consultants/Contractual, and Indirect costs.

Requirements for Federally Funded Grants:

System for Award Management (SAM) Registration:
CAGE Code Number: All applicants must be registered on the SAM (formerly Central Contractor Registration/CCR) database. This is the repository for standard information about federal financial assistance applicants, recipients, and sub recipients. If you had an active CCR, you have an active record in SAM. Applicants must update or renew their SAM registration on an annual basis. Information to update your entity records can be accessed at https://sam.gov/SAM/.

Unique Entity Identifier (UEI): All entities doing business using federal funds will be required to have an active UEI number.
- The Unique Entity ID is a 12-character alphanumeric ID assigned to an entity by SAM.gov.
- As part of this transition, the DUNS Number has been removed from SAM.gov.
- Entity registration, searching, and data entry in SAM.gov now require use of the new Unique Entity ID.
- Existing registered entities can find their Unique Entity ID by following the steps here.
- New entities can get their Unique Entity ID at SAM.gov and, if required, complete an entity registration.

DOJ cannot award funds until an agency has an active registration in SAM and is eligible to receive federal funds.

All expenses must be new and cannot replace existing state or local government funding. Substitution of existing funds with federal 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 federal grants, repayment of monies provided under a grant, and civil and/or criminal penalties.

Please note that any subgrant application selected under this grant announcement must be approved by both the SCIP Advisory Board and the Bureau of Justice Assistance (BJA) prior to funds being awarded.
Statewide Crisis Intervention Program – Gun Shop Project (2023)

The Wisconsin Department of Justice (DOJ) through its Bureau of Justice Programs (BJP) provides financial and technical assistance to public safety and criminal justice agencies throughout the state. As the state administering agency (SAA) for state and federal juvenile and criminal justice programs DOJ is responsible for establishing funding priorities, developing application criteria, awarding and disseminating grants, and assessing project achievements. This grant announcement provides information about a specific grant opportunity and instructions to help those eligible apply for a share of the available funds.

Program Description and Background
With suicide being the leading cause of death by firearm in the state, Wisconsin is responding with the Statewide Crisis Intervention Program (SCIP), supported by the Bipartisan Safer Communities Act (2022), to reduce the overall number of firearms-related deaths in Wisconsin. There are numerous suicide prevention organizations across Wisconsin dedicated to increasing awareness, providing training on safe storage of firearms and reducing access to lethal means, and outreach to vulnerable populations such as veterans, law enforcement, farmers, and others that have a higher incidence of death by firearm suicide. Wisconsin DOJ wants to provide funding to support and expand the reach of these existing efforts.

The aim of this grant program is to engage community resources to expand the Gun Shop Project1 in Wisconsin, an educational and safe storage campaign for firearms retailers and range owners in order to help prevent suicide by firearm in communities across Wisconsin. Wisconsin already has ongoing efforts to achieve this, and this funding opportunity can support these efforts by facilitating further partnerships with local firearm retailers and ranges. These partnerships would allow for subgrantees to share guidelines on how to avoid selling/renting a firearm to an individual in crisis, provide safe firearm storage and mental health awareness trainings, as well as to encourage firearm retailers and ranges to display and distribute printed suicide prevention materials. Funded agencies may also identify firearm retailers and firearm ranges interested in obtaining and installing a gun safe in their facility to provide free firearm storage, separate from the retailer’s inventory, for individuals within their communities.

The Gun Shop Project and other safe storage efforts promote protective environments for people at risk of suicide and self-harm, fostering safety by modifying access to lethal means. The Wisconsin DOJ is calling for funding proposals to help facilitate partnerships between the Gun Shop Project and new firearms retailers/ranges, bringing more suicide prevention voices to the table and encouraging safe storage practices and open discussions regarding lethal means. The aim of this funding is to expand the reach of the Gun Shop Project throughout Wisconsin, with special attention to rural communities across the state.

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1 Developed in New Hampshire and replicated across the United States, the Gun Shop Project is a nationwide effort to provide firearm suicide prevention materials to firearms retailers, instructors, and customers. Using partnerships between public health/safety personnel and firearms retailers and purchasers, the Gun Shop Project aims to enhance local business’ capacity to facilitate safe storage as well as the public’s education on the elevated risk of suicide to the gun-owning community, strategies for suicide prevention, awareness of suicidal behaviors, the importance of safe storage, and local resources for assistance. (The Educational Fund to stop Gun Violence, [https://preventfirearmsuicide.efsgv.org/interventions/community/]())
All applications for this funding will be screened for completeness and compliance with the instructions provided in this announcement. Wisconsin DOJ staff will review all complete/compliant applications as they are received, and awards will be granted on a first-come, first-served basis until all funds are awarded.

Submit Applications Using Egrants
Applications must be submitted through the Egrants online grants management system. If you have never used Egrants before, the Project Director and Financial Officer listed on the grant application will need to register for their unique login credentials to access 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. For questions relating to Egrants registration contact the technical assistance contact listed on this announcement, or the DOJ help desk. The helpdesk hours are Monday-Friday 8 a.m. - 4:30 p.m. if you need assistance. (Please note: If you register outside of these hours, access may not be approved until the next business day.) Once your Egrants access has been approved, you may begin your online grant application.

An Egrants System User Guide is posted on the DOJ website. If you have any problems using Egrants, please contact our help desk at Egrants@doj.state.wi.us or call us at (608) 267-9068 or toll free at (888) 894-6607 during business hours.

Application Components
Through Egrants, you will provide DOJ with detailed information about your project that will be used to make a funding decision. Questions on what is expected in each section can be directed to Katie Snell at (608) 852-9722 or at snellkm@doj.state.wi.us.

Please note: Attachments should only be included in this grant application where specifically requested in section instructions.

1. Main Summary
This page asks for information about your agency and the individuals responsible for the application and grant award. There are many required fields on this page so if you encounter problems, please check online help by clicking the floating HELP button.

Please note: When identifying individuals involved in this grant, each responsible individual in this grant must be a different person.

- The Signatory is the highest elected official in municipality/government entity/organization. (For example, in a city it is the mayor, for counties it is the county executive or county board chair, and for non-profit agencies it is the executive director.)
- The Financial Officer is the individual at the applicant agency who is responsible for financial activities in your organization.
- The Project Director is an individual at the applicant agency who will oversee project operations.
• An Alternate Contact may be added to the application. This person is one that can and should access the application to complete required tasks such as modifications and reports, in the absence of the Project Director. This person should have knowledge of the project and authority to speak on behalf of the organization in the absence of the Project Director. If possible, we encourage the Project Director to list an alternate on the grant.

In the "Brief Project Description" text box, please describe your project in 150 words or less. A suggested format is included for your convenience:

“Funds will be used by the (your agency name and others involved in the project) to (describe what funds will be used for and who will be involved). The (what - equipment, training, project, pilot, etc.) will (describe the specific goals you hope to achieve – how will the project or equipment improve safety in Wisconsin?) [If appropriate, add which area(s) of the state will benefit.]

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.

2. Approval Checklist  
Answer Yes or No to each question.

3. Performance Measures  
If awarded a grant, you will be required to report your progress against pre-established targets. In your application, please establish benchmarks against the measures given. You will report progress against these benchmarks in your quarterly reports. If no measures are displayed, mark the section “Complete” and “Save”.

4. Budget Detail  
Complete a project budget using the following categories. For each category used, enter a justification that describes how the items in that category will be used during the course of the grant period. It is important that you include specific details in the justification field for each budget line, including cost computation.

Personnel: Provide salary information for non-contractual employees that will be funded through this grant, including overtime. List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time/number of hours to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Only personnel costs of the agency applying for the grant funds should be included under “personnel.” Example for computation line: $25/hr. x 2080 hr. = $52,000. When entering this into the amount text box please round up to the nearest dollar.

All positions funded under this grant must be new or compensated as overtime pay to avoid replacing existing funding. The supplanting of existing funds with federal grants are subject of monitoring and audit and may result in suspension of current and future funds under this program, suspension or debarment from federal grants, repayment of monies provided under a grant, and civil and/or criminal penalties.
Employee Benefits: Employee benefits for grant-funded personnel include FICA, Unemployment Compensation, Health Insurance, etc. and amounts budgeted should be based on actual known costs or an established formula. Employee benefits are for the personnel listed in the budget and only for the percentage of time/number of hours devoted to the project. Employee benefits on overtime hours are limited to FICA, Workers’ Compensation, and Unemployment Compensation. Example for computation line: $79,539 1.0 FTE salary x 43% fringe rate = $34,202. When entering this into the amount text box please round up to the nearest dollar.

Travel/Training: Guidelines for travel and/or training costs for an individual with the funded project. Only actual expenses will be reimbursed. All reimbursements will be at current state rates that are subject to change. Current rates for in-state travel at the time of this announcement include:

- Mileage: $0.51/mile
- Lodging: Maximum $98/night ($103/night for Milwaukee, Waukesha or Racine County)
- Meals: $10/breakfast (leaving at or before 6 a.m.); $12/lunch (leaving at or before 10:30 a.m. and returning at or after 2:30 p.m.); $23/dinner (returning at or after 7 p.m.).

Example for computation line: 75 miles x $0.51 state rate = $38.25. When entering this into the amount text box please round up to the nearest dollar. (Please note: Costs will only be reimbursed after submission of an event agenda. Travel and training for contracted employee/contractual services does not go in this section. These expenses should be itemized under (“Contractual”).

The following are guidelines for Lodging & Transportation
- AirBnB, VRBOs and the like are prohibited.
- Lodging 50 Mile Rule: You must travel 50 miles or more from your home or headquarter city whichever is shorter to qualify for lodging.
- Reasonable charges for ridesharing services (e.g., Uber, Lyft) are reimbursable including tips at a maximum rate of 15%. Uber and Lyft costs are allowable similar to taxis, shuttles, buses and trains.

The following are guidelines for any travel and/or training costs associated for hosting an event (conference/convention, training, etc.) with the funded project. Only actual expenses will be reimbursed. All reimbursements will be at current state rates that are subject to change. Current rates for in-state travel at the time of this announcement include:

- Meal cost per attendee: $10/breakfast (start time at or prior to 6 a.m.); $12/lunch (starting at or before 10:30 a.m. and concluding at or after 2:30 p.m.); $23/dinner (event ending at or after 7 p.m.).

(Please note: Costs will only be reimbursed after submission of an event agenda and attendance list. Travel and training for contracted employees/contractual services does not go in this section. These expenses should be itemized under “Contractual”).
**Equipment:** Tangible non-expendable personal property having a useful life of more than one year and an acquisition cost of **$5,000 or more per unit**. Example for computation line: 1 filtration system x $5,500 per unit = $5,500. When entering this into the amount text box please round up to the nearest dollar.

**Supplies and Operating Expenses:** Supplies includes consumables such as paper, postage, software, computer/laptop, monitor, accessories, licenses, and subscriptions. Operating expenses include items such as rent and utilities. All supply and operating expenses have an acquisition cost of less than $5,000 per unit. Example for computation line: rent $150/mo. x 12 months = $1,800. When entering this into the amount text box please round up to the nearest dollar.

(Please note: Costs will only be reimbursed for services occurring within the project period. If the total cost goes beyond the project end date or starts prior to the start date (ex: annual subscription costs), those costs will need to be prorated).

**Consultants/Contractual:** Provide costs associated with individuals or entities providing services through a contractual arrangement. With the exception of a few justified sole source situations, contracts should be awarded via competitive processes. Attach detailed information to support the total cost of each contract. For each consultant enter the name, if known; service to be provided; hourly or daily fee (8-hour day); and estimated time on the project. Consultant fees in excess of $650 per 8-hour day require additional justification (contact DOJ). List all expenses to be paid from the grant to the individual consultant in addition to their fees (e.g., travel, lodging, meals, etc.). Show the basis of computation for each service requested. Within 30 days of grant award date, a signed contract must be received by DOJ. No fund reimbursements will be made prior to receipt of the contract.

**Indirect:** Includes the indirect costs of an organization that are not readily assignable to a particular project but are necessary to the operation of the organization and the performance of the project. The cost of operating and maintaining facilities, depreciation, and administrative salaries are examples of the types of costs that are usually treated as indirect. If indirect is allowed, recipients that have a federally approved indirect rate must provide documentation of that rate approval. Otherwise, recipients that have never had an approved federal indirect cost rate may charge a de minimis rate of 10% of modified total direct costs.

### 5. Agency Profile
Address each of the following components:
- a) Provide a description of your agency and a concise overview of your agency’s mission.
- b) Describe your agency’s organizational structure and what units/divisions will implement your project/program.

### 6. Budget Narrative
Address each of the following components:
- a) Describe how your budget relates to the overall program/project strategy and implementation plan.
- b) Outline how the requested funding will be allocated, linking each budget item directly to project activities and justifying the necessity. Best answers ensure
that all costs are allowable and demonstrates how the costs are reasonable, and tightly aligned to the objectives for your project.

c) If the project is ongoing and requiring funding to continue, how is it currently funded?

7. Continuation Narrative (Answer only if your project is not new.)
   Address how you plan to utilize the resources to carry out the project and to ensure the project is a continuation or expansion of existing work and that there is no supplanting.

8. Implementation Plan
   Address each of the following components to describe the steps needed to complete this project:
   a) Describe the steps needed to implement this plan to address the problem or issue.
   b) Include an anticipated timeline for all steps of the project that fall within the anticipated project period of October 1, 2024 – September 30, 2025.

9. Letter(s) of Support (optional)
   A comprehensive application will include letters of support from appropriate partners relevant to the proposed project/program, such as (but not limited to) members of suicide prevention organizations, participating local nonprofits, county-level administrators, education executives, county sheriff or police chief from local municipal law enforcement agencies, oversight boards, coordinating councils, or participating committees. This can also include letters documenting interest from local firearm retailers or firearm ranges in participating in the Gun Shop Project.

10. Problem Description
    Address each of the following components:
    a) Describe the problem or issue this funding will aim to solve or diminish. Local data should be used to provide evidence the problem exists and to demonstrate the size and scope of the problem.
    b) Describe any unique factors about your community impacting the problem and the design of this proposed response.

11. Project Narrative
    Address each of the following components:
    a) Provide a detailed overview of the proposed project, including what objectives would be accomplished.
    b) Describe the expected outcomes from the project (e.g., expected impact on communities, potential for this project to expand, etc.).

12. Required Attachments
    Depending on your agency and your project proposal, different attachments may be required. Please attach the following documents to your application in this section, if applicable, ensuring each is directly relevant to supporting your application:
    - Letter(s) of Support (optional) – if external partners are required to complete parts of the proposed project.
    - Contracts – if your agency has items listed under the contractual category in the budget for this project.
If the documents are not available at the time of application, you will be required to upload the documents into the Monitoring section of Egrants under the Project Document Attachment section. Submission of documents is required prior to reimbursement.

**Application Review and Award Criteria**

All applications must be submitted on or before 11:59 p.m. on the deadline and will be screened for completeness and compliance with the instructions provided in this announcement. DOJ staff will review all complete/compliant applications as they are received, and awards will be granted on a first-come, first-served basis.

**Award Information**

Upon application approval, the applicant agency’s project director will receive signed grant award documents within approximately 30 days via email. The grant award documents will explain the total funding amount, approved budget by category, performance period, and fiscal and program reporting requirements and deadlines. Grant expenditures will be reimbursed when signed award documents have been received by DOJ, spending and grant activity is documented in proper reports and reimbursement requests are submitted to DOJ.

**Post-Award Special Conditions/Reporting Requirements**

If you are awarded funds under this announcement, you will be required to provide regular progress reports. The schedule for your reports will be included in your grant award materials.

Please review all of your grant award special conditions and Egrants reporting requirements when you receive the Grant Award documents. Your grant award will be subject to general terms and conditions as well as the following special conditions (and any others noted on your award documents).

**Standard Special Conditions**

1. Grant recipients are advised that DOJ will monitor grants to ensure that funds are expended for appropriate purposes and that recipients are complying with state and federal requirements as described in the grant award contract. This includes timely completion of progress and financial reports, active efforts to achieve and measure stated goals and objectives, appropriate documentation of activities and outcomes, on-going submission of participant data, and adherence to any conditions included in the grant award.

2. All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.

3. The DOJ reserves the right to withhold grant payments if the grant recipient is delinquent paying any obligation to DOJ such as background check fees, etc. Refusal to provide information requested by DOJ may impact the payment of current or approval of future grant funds.

4. Please be advised that a hold may also be placed on any current or future application or grant payment if it is deemed that an agency is not in good standing on any DOJ
grants or other reporting requirements, has other grants compliance issues (including being out of compliance with special conditions) that would make the applicant agency ineligible to receive future DOJ funding, failure to make progress in obtaining project goals and objectives, and/or is not cooperating with an ongoing DOJ grant review or audit.

5. A hold may also be placed on any application or grant payment if it is deemed that an agency is not in compliance with federal civil rights laws and/or is not cooperating with an ongoing federal civil rights investigation.

6. Program Income: To maintain consistent practices with other similar programs, and as a proven practice, projects funded under this announcement are subject to program income guidelines detailed in the federal Office of Justice Programs Financial Guide. Grant award funds received are not program income. Program income is income earned by the recipient, during the funding period, as a direct result of the award. Any fees charged to the participants of your project are considered program income. The amount earned as program income during the length of the grant period must be expended by the end of the grant period and must be used for the purposes and under the condition applicable to the award.

7. All procurement transactions, whether negotiated or competitively bid and without regard to dollar value, shall be conducted in a manner to provide maximum open and free competition.

8. If the grant award budget contains wages, the grantee’s records must be maintained in a form that, at any given time, an auditor or DOJ representative would be able to identify the use of Federal and Matching funds. These records should include information such as employee name, rate of pay, hours worked, and amount of time dedicated to the grant project.

9. Award funds will be used to supplement, not supplant, planned or allocated funds.

10. To be allowable under a grant program, all funds (state, federal, and cash match) must be obligated (purchase order issued) or paid for services provided during the grant period. If obligated by the end of the grant period, payment must be made within 30 days of the grant period ending date.

11. All budget changes require prior approval from DOJ and must be requested in a grant modification via Egrants.

12. Subgrantees acknowledge that failure to submit an acceptable Equal Employment Opportunity Plan (if required to submit one pursuant to 28 CFR 42.302) that is approved by the Federal Office of Civil Rights, is a violation of its Certified Assurances and may result in the suspension of the grant.

13. Grant funds will be paid to the grantee on a reimbursement basis. Expenses must be incurred and paid for by the agency/organization within the reporting period.
14. Any changes in personnel involved with the grant including the Project Director, Financial Officer, and/or Signatory must be reported to DOJ in a grant modification via Egrants.

15. Fees for independent consultants may not exceed the federal rate of $650 per eight-hour day unless prior approval is received from DOJ.

16. Reimbursement for travel (i.e. mileage, meals, and lodging) is limited to state rates.

17. Recipient fully understands that 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.

18. All contracts pertaining to this grant must be submitted to DOJ within 30 days of receipt of Grant Award Documents.

19. If the grant award contains equipment, a request for reimbursement should only be submitted once the equipment is installed and testing has been completed.

20. Positions funded by this grant must have a position description. Submit the position description and name of employee in Egrants within the Monitoring Section under Project Document Attachment.

21. The recipient agrees to cooperate with WI DOJ monitoring to ensure compliance of US DOJ Grants guidelines, Financial Guide, and OJP guidelines, protocols, and procedures. Recipient agrees to cooperate with WI DOJ (including the Program Contact, Fiscal Contact, Grants Specialist Monitor, Supervisors, and/or Administration) for this award, including requests related to desk reviews and/or onsite/virtual visits. The recipient agrees to provide to WI DOJ all documentation necessary for WI DOJ to complete the monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set out by WI DOJ for providing the requested documents. Failure to cooperate with WI DOJ monitoring activities may result in actions that affect the recipient’s WI DOJ awards, including, but not limited to, withholding and/or other restrictions on the recipients access to award funds, referral to the WI DOJ designation of High-Risk grantees, or terminate of an award(s).

Financial Conditions

1. Reimbursement of cost will be contingent on submission of a roster which must contain event name, dates, attendee name, and agency affiliation. The roster along with copies of paid invoices must be uploaded to the Egrants Fiscal Report within the Monitoring Section. All training events require a roster. Multi-day trainings must have a roster for each day of the training.

2. Any written, visual, or audio publications, published utilizing grant funds shall contain the following statements: “This project was supported by Grant No. 15PBJA-23-GG-0041-BSCI awarded to WI DOJ by the Bureau of Justice Assistance (BJA). Points of view
or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice."


**Additional Resources**
Additional information about the Gun Shop Project, the Wisconsin Department of Justice, Bureau of Justice Programs, and resources to assist with Egrants is available as follows:

- The Gun Shop Project:
  [https://preventfirearmsuicide.efsgv.org/interventions/community/](https://preventfirearmsuicide.efsgv.org/interventions/community/);
  [https://www.hsph.harvard.edu/means-matter/gun-shop-project/](https://www.hsph.harvard.edu/means-matter/gun-shop-project/)

- Department of Justice Egrants webpage:
  [https://egrants.doj.state.wi.us/egmis/login.aspx](https://egrants.doj.state.wi.us/egmis/login.aspx)

- A helpful [Egrants User Guide](https://egrants.doj.state.wi.us/egmis/login.aspx) is posted on the Egrants page of the DOJ website. It includes registration through grant award instructions.

- The [Grants Administrative Guide](https://www.doj.gov/grants) provides assistance with grants management and fiscal management rules, such as allowable costs and procurement.

- Online help is available in many areas of the Egrants program – watch for the help buttons.

- Egrants Helpdesk is staffed on non-holiday weekdays between 8 a.m. and 4:30 p.m.
  - Email: [Egrants@doj.state.wi.us](mailto:Egrants@doj.state.wi.us)
  - Local calls: (608) 267-9068
  - Outside the 608-area code: (888) 894-6607