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Frequently Asked Questions (FAQ)

Round 2 of 2018 School Safety Initiative

Disclaimer:

This document broadly discusses - in question and answer format - the School Safety Initiative grant process. Every effort has been made to be as accurate as possible. However, this document does not constitute either an informal or formal opinion of the Wisconsin Attorney General; does not constitute legal advice or guidance; and does not create an attorney-client relationship. This document also only reflects the law, processes, and interpretations as of the date of its posting on the Office of School Safety website and may be superseded or affected by other versions or changes in the law.

General Overview Section:

This document includes information about Round 2 of grant funding available. This is a link to the [Round 1 FAQ](#).

Round 2 Application/ Grant Announcement:

Q1. I applied and was awarded Round 1 of funding for my schools. Do I need to start a new grant application for Round 2 of funding?

A1. Yes, all schools applying for Round 2 of grant funding will need to complete a new application in Egrants. You will receive a second grant ID number specific to Round 2 funding.

Q2. I did not apply for Round 1 of funding, but did apply for Round 2. Will I receive the \$20,000 per school building that was offered in Round 1, as well as the per student amount available for Round 2?

A2. If you did not apply for Round 1 of funding you can apply for Round 2, but your school will only be eligible for the amount based on the funding per student formula. The award amounts in Round 2 will be calculated based on the 2017-2018 DPI student enrollment information https://www.doj.state.wi.us/sites/default/files/school-safety/budget_planning.pdf . Applicants will be asked to provide their student enrollment numbers in Egrants within the *Performance Measures* section.

Additionally, you must satisfy all the prerequisites identified in Round 1 as well as the new prerequisites identified in Round 2. These prerequisites can be found within the grant announcement https://www.doj.state.wi.us/sites/default/files/school-safety/2018_SSIT_MH_Grant_Announcement.pdf for round 2.

The amount awarded to your school for Round 2 can be found under “preliminary budget planning guidance” section on the Office of School Safety website <https://www.doj.state.wi.us/office-school-safety/school-safety-grants>.

Q3. The grant announcement requires that we participate in and promote the DOJ confidential reporting application or tip line. What does that mean?

A3. The DOJ is still determining the very intricate process necessary to fully implement the confidential reporting application or tip line.

Expanding Projects from Round 1/ Project Costs:

Q4. Can I spend money from Round 2 to cover costs of expanding a project approved in Round 1? For example: in Round 1 I only requested 6 cameras. With Round 2 of funding can I request 4 more cameras and have them installed all at the same time?

A4. DOJ will allow any expansion of currently approved projects from Round 1 to be additionally funded with Round 2 funding. They will need to submit two G-2 forms for reimbursement. They will need to ask the vendor to issue two invoices. Each invoice will apply to the expenditure that was approved in the grant application. Schools/School Districts will submit the G-2 form in Egrants for the original expenditure in their Round 1 Grant Award. And submit another G-2 form for the additional costs that will be approved in their Round 2 grant.

If an item is already approved for Round 1 of funding it is not allowable to be upgraded with Round 2 of funding paying for the upgrade.

It's important to know that we can't move money from Round 1 grant award to Round 2 grant award so everything can be paid for with one G-2 form.

Q5. School would like to expand a project from Round 1. Can I remove a project and the cost from Round 1 and move it to Round 2 so all expenses are on the same bill?

A5. Schools are not allowed to take money from Round 1 award and move it to Round 2 award. You can expand your project and both grants can be used to pay for it. You will have to submit a G-2 for payment for the amount for Round 1 that you requested in your grant application. And then submit a G-2 for payment for the additional amount for Round 2.

Q6. We included in our budget narrative that our school district was going to match the cost of a project that could not be fully funded through Round 1 of funding. Can we now ask in Round 2 for the additional funding needed to complete the project already approved in Round 1 instead of using our district funding?

A6. Yes, so long as the project was approved in Round 1 of funding and it is clarified that Round 2 funding will be used to complete a Round 1 approved project.

Q7. The quote I received and completed my budget with expired within 30 days of receiving the quote. The cost for the item has now increased. Can I request the difference in the two amounts in Round 2?

A7. You cannot spend more money per item that was requested and awarded in Round 1.

If your approved budget is more than or less than 10% from what was submitted you must submit a modification in Egrants and inform DOJ the Office of School Safety at schoolsafety@doj.state.wi.us

Training/ Training Costs:

Q8. How much is the Adolescent Mental Health Training and Threat Assessment Team Course that is required by the DOJ for Round 2 of funding?

A8. The two specific trainings required as a prerequisite for Round 2 of funding will be provided by the DOJ for no cost to the school. ONLY the schools that are planning to host the AMHT need to apply for the tuition of the course. They should apply for Tuition of AMHT for 50 attendees (\$10,000 per class). This should go into their budget spreadsheet as a separate line item.

Any additional cost like travel, lodging, per diem, and salary should be requested from the regular grant allocation as a separate budget line item. If a school district is not hosting the training, they do not request tuition, just the travel, lodging, per diem and salary.

Q9. Are there any other trainings that would serve as a substitute to the two training required by the DOJ?

A9. Although many of the trainings available are valuable in many ways, there is no substitution for either DOJ required training. Any additional trainings that you wish to have your staff attend can be supported by the grant funding available for your school by adding it to your budget spreadsheet submitted in Egrants.

Q10. Round 2 of funding requires that each school send 10% of all teachers, counselors, psychologists, social workers, SRO's and administrators and at least one member of the SSIT attend the Adolescent Mental Health Training. Can we send more than 10% to the Adolescent Mental Health Training?

A10. Yes, DOJ highly encourages all members of the SSIT to attend this training. However, DOJ will only cover the cost of the tuition for 10% of your teachers and counselors. Any additional staff costs would need to be requested in the budget.

DOJ suggests that your budget narrative and budget excel spreadsheet includes two separate line items. One line item for the 10% of staff that the tuition is paid for by the DOJ requesting travel, meals, lodging. A second line item for any additional staff training above the 10% to include tuition, meals, travel, lodging. This will make it clear for grant specialists when approving your budget. The tuition for additional staff is \$200.00 per person.

Q11. Our school experiences teacher turnover annually as the school year comes to an end. Do I need continuously maintain that 10% of all teachers and counselors complete the Adolescent Mental Health training?

A11. No, the 10% requirement is specific to current teachers and counselors. Your school will not have to continue sending teachers to the Adolescent Mental Health training for grant purposes as you experience staff turnover.

Q12. How do we implement the SSIT?

A12. You can find guidance from the National Threat Assessment Center/Secret Service about Threat Assessment teams in schools here:

https://www.secretservice.gov/data/protection/ntac/USSS_NTAC_Enhancing_School_Safety_Guide_7.11.18.pdf

Additionally, the Threat Assessment Team Training is being offered around the state. At least one person who is a member of your team must attend this training.

Q13. When do the members of our SSIT need to complete the Threat Assessment Team Course?

A13. The SSIT needs to be formed and the Threat Assessment Team Course needs to be attended by August 31, 2019. The Adolescent Mental Health Training need to be completed by August 31, 2020. To register for these trainings please visit the Office of School Safety website under *Training Opportunities* <https://www.doj.state.wi.us/office-school-safety/training-opportunities>. You should not contact NASRO or NCMHJJ directly.

If you are interested in hosting either training you should contact Kristen Devitt at devitka@doj.state.wi.us. In order to host the Adolescent Mental Health Training your facility should be able to hold up to 50 attendees. This is a 12 hour course that is delivered over two days. The cost for this training is \$200 per person. If you have contacted Kristen Devitt and she has approved the date you would like to host the training, multiply the cost of the training by the number of attendees you can serve. This amount covers the tuition, food and incidentals (staff to facilitate etc.). Use this amount in your budget for Round 2 grant application. This amount will not be taken out of the amount that you are entitled to per pupil, but will be taken from a different pool of funds.

If you would like to host the Threat Assessment Team Course, determine if you have a facility that is large enough to host 150 attendees. Contact Kristen with the location and date you would like to host it. There is no cost or additional budget item needed for this training.

Q14. Where do I send completed training certificates?

A14. The Office of School Safety does not require that you send in to us all of the completed training certificates. We would ask that you as a school maintain those records.

Q15. We have a daycare in our school building/church are the teachers in the daycare included in the 10% training requirement?

A15. If you have a 4K collaborative program that 4K teacher should be included in the 10% of teachers required for Round 2. If you are just a typical daycare the infant and toddler teachers do not need to be included in the required 10%.