TVTP Grant Scoring Fact Sheet

This fact sheet explains the scoring process and requirements for the Targeted Violence and Terrorism Prevention (TVTP) Grant Program.

Scoring

Needs Assessment 15 Points

Applicants must describe the current local prevention initiatives, organizations, services, and activities in the localities that may become part of a local prevention network as a result of the applicant's proposed project.

Applicants should demonstrate how the proposed project(s) would move their locality/target population from the current state to the goal state. To receive the maximum number of points, applicants will outline the activities of a broad range of stakeholders in their planned area of performance in illustrating their needs and currently available resources.

Applicants should account for their entire community in accessing their services, including individuals with limited English proficiency, disabilities, and those with unique barriers to accessing grant-funded services.

Points	Requirement
10 Points	Target population: Applicants should describe the target population for services (the group of individuals that are expected to use the proposed program) and the estimated number of people in that target population. The target population is not a simple demographic breakdown of your target location. The target population is a description of the groups who will be directly impacted by project activities. Specify the communities, age groups, and organizations/institutions of these groups. Please also identify if you will be working with any historically marginalized populations (i.e., racial, ethnic, or religious minorities, LGBTQ+, or persons with disabilities). Points in this category are assigned based on how well the target population is described.
5 Points	Existing program inventory: Applicants should include an inventory of other programs that currently serve the target population and identify gaps in these services that the proposed program will fill.

Program Design & Implementation & Measurement Plan (IMP)

45 Points

Program design is a critical part of the application that demonstrates the degree to which applicants understand how their proposed work will have an impact in preventing targeted violence and terrorism. The Implementation and Measurement Plan (IMP) is the applicant's opportunity to demonstrate the details of their program design, as well as capacity of program design, program management, and understanding of performance measurement and reporting. Each application's program design will be scored on the quality of their project narrative and IMP in accordance with the Department of Homeland Security (DHS) Template. The IMP should follow the SMART model (Specific, Measurable, Achievable, Relevant, Time-bound).

S Specific
Well-defined, clear, and unambiguous.

M Measure
Includes specific criteria that measure progress toward the accomplishment of goals and objectives.

A Achievable
Attainable and not impossible to achieve.

R Relevant
- The program design and overarching goals and objectives of the project must be relevant to the Objectives of this Grant Program outlined in Section 4[HM(1) [TH2] of the Notice of Funding Opportunity (NOFO), "Priorities and Objectives."
- The proposed activities must be relevant to achieving the project's objectives.
- The proposed performance measures must be relevant to measuring the impact of the project's activities.

T Time-bound
With a clearly defined timeline, including a starting date and a target date for each activity.

Points	Requirement
15 Points	Project Narrative: All elements of the program design should demonstrate a clear connection between the problem statement, program goals and objectives, and logic model/theory of change. Additionally, program design should be in line with the SMART model.
15 Points	IMP: The IMP should demonstrate clear understanding of performance measurement. This includes quantifiable, time-bound outputs, data collection methods, and adequate methods for assessing the impact of activities. Performance measurements outlined in the IMP must follow requirements identified for each project type in Appendix B of the NOFO.
10 Points	Objectives: Project narrative should clearly identify which grant program objectives the proposed project intends to address and clearly outline how the applicant will achieve the associated outcomes.
5 Points	Project Track and Types: Project narrative and IMP clearly identify the project track and types the proposed project intends to address. Applicants must also clearly justify why the selected project track and types are appropriate for the intended outcomes.

Organization(s) & Key Personnel

15 Points

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

Points	Requirement
15 Points	Details: that indicate how the organization is poised to deliver the intended outcomes of their projects. These details should include past successes in prevention or related work, existing community partnerships, and how key personnel have sufficient subject matter expertise to accomplish the project. Applicants should also provide the role of each key person as it pertains to the project and resumes for each key person. Applicants should remove Personally Identifiable Information that is not necessary to demonstrate the individuals' experience, including phone numbers, email addresses, physical addresses, names of supervisors, and references. Letters of Support: Projects utilizing partners to carry out significant portions of the project should include a detailed description the partner's experience, responsibilities under the grant, and capabilities, as well as a letter of support or similar documentation to be scored highly in this category. Letters of support should clearly state how project activities will be supported.

Sustainability

15 Points

Applicants are required to describe how the activities and capabilities in their proposed project will be sustained without federal funding following the end of the period of performance. **To receive the maximum number of points, applicants will outline:**

Points	Requirement
10 Points	Long-Term Feasibility: A feasible plan to sustain all the capabilities developed by their project permanently without federal funding. Simply seeking another source of federal funding does not demonstrate sustainability.
5 Points	Mission Compatibility: How the proposed project fits into the larger mission of the organization, and therefore the likelihood it will be maintained beyond the period of performance. For example, will the project be expanded into other locations and with other audiences following the end of the grant program?

PLEASE NOTE: Applicants who have previously received a TVTP award from DHS (Assistance Listing 97.132) will be required to describe how their proposed project complements, rather than just sustains, their past award. Applicants who propose sustainment and continuation of an existing or previous award without alteration will not be considered for funding.

Budget Detail & Narrative

10 Points

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

Points	Requirement
10 Points	• A narrative describing how the proposed budget is specific, reasonable, efficient, and in line with the target award amounts associated with each project type (see Section 8 of the NOFO, "Application Tracks" for details). • A clear description and details of costs associated, and justification for contractors and key personnel. • If applicable, a justification for budgets that deviate significantly (25 percent or more from target award amounts for each project type/track) from the target award funds associated with each project type.

Selection Process

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

CP3 will convene a panel to review the top scoring applications. The panel will include individuals from any or all of the following groups:

- CP3
- Other organizations within DHS
- Interagency federal partners

The panel will review applications by application track as identified in Section 8 of the NOFO, "Application Tracks." The panel will then develop a recommendation on which projects, or portion of projects, to award based on the quality of the applications (i.e., application scores) and some or all of the following additional factors:

- Meeting the priorities and objectives identified in Section 4 of the NOFO, "Priorities and Objectives."
- Achieving diversity in project type and avoiding duplication of effort.
- Achieving geographic diversity (to include region as well as type e.g., urban, suburban, rural).
- Achieving diversity in eligible applicant type (Organization type- State, local, tribal, territorial governments; non-profits with 501(c)(3) IRS status as defined by 2 C.F.R. § 200.1; and institutions of higher education, underserved or underrepresented community[1], size, community).
- Maximizing the use of funds.

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1   *An underserved community refers to populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life.*

Resources

Implementation and Measurement Plan (IMP) Overview

Implementation and Measurement Plan Guidance

Implementation and Measurement Plan Template

Targeted Violence and Terrorism Prevention Grant Program Resources