



REQUEST FOR APPLICATION

The California Governor's Office of Emergency Services (Cal OES), Victim Services (VS) Branch, is soliciting applications for the following program:

GUN VIOLENCE RESTRAINING ORDER TRAINING (GS) PROGRAM

Release Date: November 10, 2021

This Request for Application (RFA) provides detailed information and forms necessary to prepare an application for Grant Subaward funds. The terms and conditions of this RFA supersede previous RFAs and conflicting provisions stated in the [Subrecipient Handbook \(SRH\)](#).

PROGRAM SYNOPSIS

Program Description:

The purpose of the GS Program is to provide gun violence restraining order training statewide.

Eligibility:

The only eligible Applicant is the City of San Diego City Attorney.

Grant Subaward Performance Period:

July 1, 2021 – March 31, 2024

Submission Deadline:

Friday, December 10, 2021



3650 SCHRIEVER AVENUE, MATHER, CA 95655

(916) 845-8139 TELEPHONE

[CalOES Website](#)

GUN VIOLENCE RESTRAINING ORDER TRAINING (GS) PROGRAM

TABLE OF CONTENTS

PART I – OVERVIEW	1
A. PUBLIC RECORDS ACT NOTICE	1
B. CONTACT INFORMATION	1
C. SUBMISSION DEADLINE AND OPTIONS	1
D. ELIGIBILITY	1
E. GRANT SUBAWARD PERFORMANCE PERIOD.....	1
F. FUNDS.....	2
G. PROGRAM INFORMATION.....	2
PART II – RFA INSTRUCTIONS.....	3
A. SUBRECIPIENT HANDBOOK	3
B. APPLICATION FORMS.....	3
1. Grant Subaward Face Sheet (Cal OES Form 2-101)	3
2. Grant Subaward Contact Information (Cal OES Form 2-102)	3
3. Grant Subaward Signature Authorization (Cal OES Form 2-103).....	4
4. Grant Subaward Certification of Assurance of Compliance (Cal OES Form 2-104)	4
PART III – CHECKLIST	5

GUN VIOLENCE RESTRAINING ORDER TRAINING (GS) PROGRAM

PART I – OVERVIEW

- A. PUBLIC RECORDS ACT NOTICE
 - B. CONTACT INFORMATION
 - C. SUBMISSION DEADLINE AND OPTIONS
 - D. ELIGIBILITY
 - E. GRANT SUBAWARD PERFORMANCE PERIOD
 - F. FUNDS
 - G. PROGRAM INFORMATION
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A. PUBLIC RECORDS ACT NOTICE

Grant Subaward applications are subject to the California Public Records Act, Government Code Section 6250, *et seq.* Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please indicate what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

B. CONTACT INFORMATION

Questions concerning this RFA, the application process, or programmatic issues should be submitted to:

Tosha Enos, Program Specialist
Staff email address – Tosha.Enos@caloes.ca.gov - (916) 845-8139

C. SUBMISSION DEADLINE AND OPTIONS

Applications must be emailed to VSapplications@caloes.ca.gov by 5:00 pm on Friday, December 10, 2021.

D. ELIGIBILITY

The only eligible Applicant is the City of San Diego City Attorney.

E. GRANT SUBAWARD PERFORMANCE PERIOD

The Grant Subaward performance period is July 1, 2021 – March 31, 2024.

F. FUNDS

There is \$1,000,000 of State General Fund available for the GS Program for the Grant Subaward performance period.

Cal OES's four-digit code for this fund is GVRT. This code will be in the drop-down on the Grant Subaward Face Sheet (Cal OES Form 2-101).

There is no match requirement for these funds.

The full funding amount will be distributed to the Subrecipient in one disbursement at the beginning of the Grant Subaward performance period.

G. PROGRAM INFORMATION

1. Program Description

The purpose of the GS Program is to provide gun violence restraining order training statewide.

2. Reporting Requirements

Progress Reports serve as a record for the implementation of the Grant Subaward. Statistics for Progress Reports must be collected on a quarterly basis, even when reporting occurs less frequently.

There are two Cal OES Progress Reports required for the GS Program. See the chart for report periods and due dates.

Report	Report Period	Due Date
1 st Report	July 1, 2021 – March 31, 2023	April 30, 2023
2 nd Report	April 1, 2023 – March 31, 2024	April 30, 2024

GUN VIOLENCE RESTRAINING ORDER TRAINING (GS) PROGRAM

PART II – RFA INSTRUCTIONS

- A. SUBRECIPIENT HANDBOOK
 - B. APPLICATION FORMS
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- A. SUBRECIPIENT HANDBOOK

Applicants are strongly encouraged to review the [SRH](#). The *SRH* outlines the terms and conditions that apply to Cal OES VS Branch Grant Subawards and provides helpful information for developing an application, including a Glossary of Terms.

- B. APPLICATION FORMS

The Applicant must use the forms provided on our website. The forms must be printed on plain white 8½" x 11" paper and single sided. **Applicants may not alter the formatting of any forms, including the Grant Subaward Programmatic Narrative (Cal OES Form 2-108) and the Grant Subaward Budget Narrative (Cal OES Form 2-107). No tables, charts, or changes to the margins are allowed.**

Applicants must complete and submit all required forms. All forms have written instructions. General information regarding each form is below. The Checklist in Part III is included to ensure Applicants submit all required components.

1. Grant Subaward Face Sheet (Cal OES Form 2-101)

This form is the title page of the Grant Subaward that is signed by the Official Designee (*SRH Section 3.030*) and the Cal OES Director (or designee).

2. Grant Subaward Contact Information (Cal OES Form 2-102)

This form provides Cal OES with contact information for all relevant Subrecipient personnel. Information for each individual should be direct contact information.

3. Grant Subaward Signature Authorization (Cal OES Form 2-103)

This form provides Cal OES with signatures of authorized signers and who they authorize to sign on their behalf for all Grant Subaward-related matters.

4. Grant Subaward Certification of Assurance of Compliance (Cal OES Form 2-104)

This form is a binding affirmation that the Subrecipient will comply with the following regulations and restrictions:

- State and federal civil rights laws;
- Drug Free Workplace Act of 1990;
- California Environmental Quality Act;
- Federal grant fund requirements;
- Lobbying restrictions;
- Debarment and Suspension requirements; and
- Proof of Authority documentation from the city council/governing board.

GUN VIOLENCE RESTRAINING ORDER TRAINING (GS) PROGRAM

PART III – CHECKLIST

This checklist is provided to ensure that a complete application is submitted to Cal OES.

- GRANT SUBAWARD FACE SHEET ([Cal OES FORM 2-101](#)) – Signed by the Official Designee authorized to enter into the Grant Subaward.
- GRANT SUBAWARD CONTACT INFORMATION ([Cal OES FORM 2-102](#))
- GRANT SUBAWARD SIGNATURE AUTHORIZATION ([Cal OES FORM 2-103](#))
- GRANT SUBAWARD CERTIFICATION OF ASSURANCE OF COMPLIANCE ([Cal OES Form 2-104](#)) – Signed by the Official Designee who signed the Grant Subaward Face Sheet and by the official delegating that authority.