NOTICE OF FUNDING OPPORTUNITY
Fiscal Year 2026 Secured School Safety Grant Program

AWARD INFORMATION

Performance Period: September 1, 2025 – August 31, 2026

GRANT APPLICATION:

Application Opens: Monday, June 2, 2025, 8:00 a.m. EDT

Application Deadline: Monday, June 30, 2025, 4:30 p.m. EDT

PRE-APPLICATION REGISTRATION REQUIREMENTS

Prior to applying for this funding opportunity, applicants must:

1. Be registered in IntelliGrants.
2. Be registered as an active supplier with the state of Indiana.
3. Be registered as an active bidder with the state of Indiana.
4. Have conducted a site vulnerability assessment.
5. Have a memorandum of understanding in place with a community mental health center or employ a provider certified or licensed by the state to provide mental or behavioral health services to students.
6. Certify that the school corporation, charter school or accredited nonpublic school is in a county that has a county school safety commission.

Detailed information regarding State of Indiana supplier and bidder registration is provided in this Notice of Funding Opportunity (NOFO) in Appendix A.

IDHS CONTACT INFORMATION

If applicants have any questions about the information contained within the NOFO or need technical assistance in completing a grant application, please submit Grants Support Ticket.

PROGRAM OVERVIEW

INTRODUCTION

The Indiana Secured School Safety Grant (SSSG) program was created in 2013 and codified by Indiana Code 10-21-1 et seq. Since being signed into law in 2013, the SSSG program has served as a critical resource to ensure Hoosier schools are safe and secure. The program has delivered more than $187 million in matching grants to Indiana school districts across the state to address and prepare for potential safety threats.

The 2023 General Assembly expanded the parameters of the fund, adding additional items eligible for reimbursement through the grant. The General Assembly allocated $27.1 million in the budget for FY26-27 to support the SSSG program.

PERIOD OF PERFORMANCE

The period of performance for the FY26 SSSG is September 1, 2025 – August 31, 2026. *All grant and match project activities must occur within these dates to be eligible for reimbursement.* Do not start project or match activities prior to September 1, 2025, and before receipt of a FY26 SSSG award letter.

PROGRAM SYNOPSIS

The SSSG program is an allocated state fund that provides matching grants to school corporations, accredited non-public (i.e., private) schools, charter schools and coalitions of school corporations. SSSG funds may be used to:

1. Employ a school resource officer (SRO); employ a law enforcement officer (LEO); provide school resource officer training described in IC 20-26-18.2-1(c); enter a contract or memorandum of understanding (MOU) with a local law enforcement agency, private entity or non-profit corporation to employ an SRO or LEO within the school.
2. Conduct:
   a. A site vulnerability assessment
   b. Critical incident digital mapping
3. Purchase equipment, hardware, materials, and technology to:
   a. Restrict access to school property and classrooms
   b. Assist with visitor management on school property
   c. Expedite notifications of first responders
   d. Expedite access to school property for first responders
   e. Provide school staff with information about the open or closed status of interior and exterior doors
   f. Detect fire, chemical, visual, or audible threats

g. Enhance emergency communications inside the building
h. Assist with emergency medical response on school property
4. Implement a student and parent support services plan.
5. Purchase or provide training for a canine trained to detect drugs and illegal substances, explosives, or firearms, or to otherwise provide protection for students and school employees.
6. Provide funding for school employees to receive training, including expenses for per diem, travel, and lodging related to:
   a. Site vulnerability assessments
   b. Mental health or behavioral health threat assessment
   c. Multi-disciplinary threat assessment teams
   d. Emergency preparedness or response activities
7. Provide funding for School Resource Officers or Law Enforcement Officers to receive training, including expenses for per diem, travel, and lodging, related to handling a canine trained to detect drugs and illegal substances, explosives, or firearms or to otherwise provide protection for students and school employees.
8. Purchase student safety management technology.
9. Design and construct additions or renovations on school property if the primary purpose of the construction project is to enhance the physical security of the school building.
10. Implement a bullying prevention program.
11. Cover initial set-up costs for an active event warning system with the County's Sheriff Department (no match requirement).
12. Provide funding for teachers and other school employees to receive training including firearms training or other self-defense training.
13. Provide funding to develop, implement, and carry out a Stop the Bleed program, including the purchase of bleeding control kits.

All grants will be reviewed on a competitive basis. **There is no guarantee of funding.**

ELIGIBILITY CRITERIA

Eligible applicants include school corporations, accredited non-public (i.e., private) schools, charter schools and coalitions of school corporations applying jointly.

County School Safety Commission

Pursuant to IC 10-21-1-4, the Secured School Safety Board may not award a Secured School Safety Grant to a school corporation, charter school or accredited nonpublic school unless the school corporation, charter school or accredited nonpublic school is located in a county that has a county school safety commission, as described in IC 10-21-1-12. For information on county school safety commissions contact your local sheriff's department.

Memorandum Of Understanding with a Community Mental Health Center

IC 10-21-1-5(c)(2) requires that each school corporation, charter school or accredited nonpublic school shall certify to the Indiana Department of Homeland Security that the school corporation, charter school, or accredited nonpublic school has a memorandum of understanding in place with a community

mental health center established under IC 12-29-2 or provider certified or licensed by the state to provide mental or behavioral health services to students before applying for a grant under this chapter.

Site Vulnerability Assessment

IC 10-21-1-5(c)(1) requires that each school corporation, charter school, or accredited nonpublic school shall certify to the Indiana Department of Homeland Security that the school corporation, charter school or accredited nonpublic school has conducted a site vulnerability assessment for each school building used by the school corporation, charter school, or accredited nonpublic school before applying for a grant under this chapter.

Virtual School Policy

Virtual charter schools or virtual accredited nonpublic schools are not eligible for funding pursuant to IC 10-21-1-0.5. For the purposes of the Secured School Safety Board and the SSSG, a virtual school is defined as any school (including private and charter schools) that offer student instruction at 51 percent (or more) off-site or off-campus through virtual distance learning, online technology, or compute-based instruction.

REIMBURSEMENT REQUESTS

Reimbursement requests will occur as part of the "Fiscal Reports" within IntelliGrants, the state's grant management system. Within IntelliGrants, grantees are limited to three (3) fiscal reports per year. This will coincide with triannual reimbursements for eligible expenses.

All project activities must occur within the period of performance to be eligible for reimbursement.

MATCH REQUIREMENT

The SSSG is a matching reimbursement grant. Matching funds are the organization's portion of the project costs and are not reimbursed. Matching funds should be spent before grant funds or at the same time as grant funds in the correct percentage noted in the award letter. Reimbursement may not be requested before any match funds are spent.

All items or activities that will be used for the SSSG match requirement must be program allowable. The match must be dollar-for-dollar (cash) or in-kind services. Other state or federal grants are not allowable for match.

In the budget summary section of the application, an applicant must provide a description of the source of the matching funds and what will be purchased with matching funds.

Please submit a Grants Support Ticket with any questions regarding permissible match items.

Below are the funding and match formulas reflecting 2019 legislation. Schools of any average daily membership (ADM) or pupil enrollment may apply for up to $100,000 in grant funds. If the school chooses to apply for grant funding, it will be required to match the grant funds at a percentage related to

the school's ADM or pupil enrollment and the amount of grant funding requested. Funding examples are listed in Appendix B.

Average Daily Membership	Funding
1 - 500	up to $35,000 at 25% match **or** up to $50,000 at 50% match **or** up to $100,000 at 100% match
501 - 1,000	up to $50,000 at 50% match **or** up to $100,000 at 100% match
More than 1,000 **or** Coalition	up to $100,000 at 100% match

GRANT APPLICATION INFORMATION

PROJECT SCOPE

Applicants will be asked to identify the scope of the project by completing one or more of the following budget pages and marking all other budget pages not applicable:

- SRO/LEO Personnel
- Site Vulnerability Assessment or Critical Incident Digital Mapping
- Equipment, Technology, Hardware and Materials
- Training Expenditures
- Student and Parent Support Services Plan
- Active Event Warning System
- Bully Prevention Program
- Design and Construction
- Post School Shooting Counseling Services

PROJECT SUMMARY

Applicants must provide a detailed project description in the project summary section. Applicants should include a narrative regarding how the proposed project will address or alleviate the issue identified in the needs assessment. A strong project summary will include a clear and full description of the proposed project, strategies taken to identify the issue, a list of involved stakeholders and indicate how long it will take to see results from the proposed project. Applicants should also specify the match that will be used for the identified project.

NEEDS ASSESSMENT

The needs assessment is an opportunity for an applicant to provide information about how the problem or issue was identified and the mechanism used to identify the issue (i.e., Site Vulnerability Assessment, etc.). Applicants should describe the tool utilized to conduct the analysis and a synopsis of the critical findings of the analysis.

PROJECT MILESTONES

Applicants must describe the proposed project's milestones. Milestones are a critical point of achievement that demonstrate progress towards an objective or goal. These are mini-performance targets marking specific incremental progress that, when achieved, ensure the overarching goal of the proposed project is accomplished. Milestones must occur within the SSSG period of performance starting September 1, 2025, and ending August 31, 2026. Activities outside of the period of performance will not be awarded or reimbursed.

PROJECT GOAL, OBJECTIVE AND OUTCOME

Applicants must describe the goal of the proposed project and how the expenditures support the selected project scope(s). Each proposed project's goal must be followed with objectives and outcomes that identify how the school's safety gaps/shortfall will be lessened with the completion of the project.

The objectives must be specific, measurable, attainable, relevant, and time-bound (SMART). The outcomes are the desired changes or results the proposed project will eventually accomplish. Project outcomes are the desired end-state which the applicant strives to achieve and may include visionary language.

Applicants must complete one goal, objective and outcome page for each project scope selected if the funds requested are greater than $0.00.

If there is more than one project scope selected, after you have SAVED the first page, a drop-down box will appear at the top of your screen, on the right-hand side with a list of the pages you have available and have entered.

If you need to Delete a page, navigate to the specific budget page using the list of pages available on the right top hand corner. Once the specific page has loaded, select the DELETE button at the top of the page. You do NOT need to save after deleting.

SUPPORTING DOCUMENTATION

Required documentation:

- Job descriptions for personnel costs; or
- Staffing costs for implementing student and parent support services plans; or

- Training agenda, brochure, etc.

FUNDING GUIDELINES

ITEMS ELIGIBLE FOR FUNDING

SRO/LEO Personnel and Canine Costs

SSSG will reimburse awarded applicants for the salary and fringe benefits of SRO or LEO personnel employed through the school or through a memorandum of understanding with a local law enforcement agency, private entity, or nonprofit corporation.

Applicants may also request funds for the purchase of a canine trained to detect drugs and illegal substances, explosives, or firearms or to otherwise provide protection for students and school employees.

No other items or expenses associated with personnel or canines are reimbursable or allowable as match items for SSSG.

A job description of the SRO/LEO must be uploaded to the application if requesting personnel expenditures. When requesting funding for SRO/LEOs, enter a total amount for the positions and do not list individual SROs separately.

IDHS requests applicants use one line item for the total of requested SRO/LEOs.

If the applicant is requesting funds for the purchase of a canine, there is a separate area on the budget page for that information.

Personnel must meet the following requirements:

School Resource Officer (SRO)

To qualify for funding through SSSG, an SRO must:

- Be a graduate of the Indiana Law Enforcement Training Board (LETB) basic training program per IC 5-2-1-9
- Have received (or is in the process of receiving) 40 hours of SRO training through the LETB, the National Association of School Resource Officers or another program approved by the LETB*
- Be assigned to one or more school corporations, private or charter schools
- Be currently employed/appointed by a law enforcement agency
- Carry a firearm on school property while acting in an SRO capacity

SROs may be employed through various options, including the following scenarios:

- Through one or more school corporations, private or charter schools directly

- Through a contract between a local law enforcement agency and one or more school corporations, private or charter schools
- Through a written agreement between the applicant and a local law enforcement agency that assigns an SRO to a school corporation, private or charter school
- Through a contract between a private or non-profit entity that employs persons who meet the qualifications of a school resource officer and the school corporation(s), private school(s) or the charter school(s)

SSSG funds can be used to fund the initial 40 hours of certified SRO training through the LETB, the. National Association of School Resource Officers or another program approved by the LETB. After the initial 40-hour certified SRO training has been completed, recipients should provide documentation (i.e., certification from the training course demonstrating completion) to IDHS Grants Management. In the event the initial 40 hours of certified SRO training takes place after an application has been awarded, special conditions will be placed on the award. If seeking funding for this training, capture those costs in the training section of the grant application within IntelliGrants.

If an SRO is not certified through a nationally recognized SRO training program (i.e., National Association of School Resource Officers) or another program approved by the LETB, applicants must include the initial 40-hour certified SRO training registration confirmation within the application. Funds will not be reimbursed for SRO expenditures until the training documentation has been provided by the recipient to IDHS Grants Management staff.

Law Enforcement Officer (LEO)

IC 20-26-18.2-1 requires the LEO appointed as an SRO must receive at least forty (40) hours of SRO training through the Indiana law enforcement training board, the National Association of School Resource Officers, or another SRO training program approved by the Indiana law enforcement training board. This training must be completed within one hundred eighty (180) days from the date the individual is assigned the duties of SRO. However, if the ADM is less than 1,000 students, the individual has three hundred sixty-five days (365) from the date the individual is initially assigned duties of an SRO to complete the training.

Schools are also able to apply for a LEO to take the 40-hour BASIC SRO training and become a certified SRO to meet this requirement. If applying for training, those expenditures should be listed on the Training Expenditures budget page.

Site Vulnerability Assessments and Critical Incident Digital Mapping

All schools will need to have a site vulnerability assessment completed before applying for funds. However, SSSG funds may be used to conduct a site vulnerability assessment of the buildings within a school corporation or the buildings that are operated by a charter school or accredited nonpublic school.

SSSG funds may also be used to conduct critical incidence digital mapping as defined in IC 10-21-1-1(7) for each school building.

A school may wish to consider the following in its vulnerability analysis:

- Form a vulnerability assessment team composed of varied school corporations, schools and community members who are familiar with the property's building(s) and/or area, could assist in identifying hazards and assist in identifying who might be involved in responding to an emergency. (Examples: school safety specialist, law enforcement, fire, EMS, etc.)
- Utilize an all-hazards approach and brainstorm hazards that could impact school corporations, schools, and communities. Such hazards may include biological, physical environment, natural, technological, terrorism and violence hazards.
- Identify other considerations that impact school and corporation vulnerability, including school populations, locations, and resources.
- Select an assessment tool to evaluate school vulnerabilities. The following are resources to assist in selecting an assessment tool:
  - https://rems.ed.gov/SITEASSESS.aspx
  - www.passk12.org
  - K-12 School Security Guide (3rd Edition) and School Security Assessment Tool | CISA
- Compile information gained from the vulnerability assessment and determine risk priorities.
- Report findings of the vulnerability assessment to inform and update the comprehensive school safety plan.
- Create a prioritized action plan based on the findings of the vulnerability assessment, including a system of accountability for implementation of any recommendations.
- Review, revise, and reassess the assessment process on a continuous basis.
- Use the results of the vulnerability assessment results to drive and prioritize funding request(s) in the Secured School Safety Grant application.

Legal Disclaimer: The above examples shall not in any way be construed as an inclusive or restrictive list as to what a vulnerability or site vulnerability assessment should require. K-12 school corporations, districts, and private and public school buildings have individual and distinctive needs that should be addressed on a case-by-case basis. An applicant must seek its own legal advice and consult with the school safety team, local emergency management agency directors and other experts to determine the best vulnerability or site vulnerability assessment structure to utilize for its specific needs. The applicant shall be solely responsible for the selection and quality of its site vulnerability or vulnerability assessment.

Equipment, Hardware, Materials and Technology

SSSG will reimburse awarded applicants for equipment, hardware, materials, and technology for the following purposes:

- Restrict access to school property and classrooms
- Assist with visitor management on school property
- Expedite notifications of first responders
- Expedite access to school property for first responders
- Provide school staff with information about the open or closed status of interior and exterior doors
- Detect fire, chemical, visual, or audible threats
- Enhance emergency communications inside the building
- Assist with emergency medical response on school property

- Provide student safety management technology to improve student safety by mitigating cyberbullying, school violence, human trafficking, and self-harm

Equipment, hardware, materials, and technology purchased with SSSG funds must:

- Be inventoried with the applicant's records
- Be utilized and maintained properly
- Meet all applicable fire and building codes

Applicants requiring assistance concerning equipment compliance with fire/building code should consult their local building officials or local authorities for guidance.

Active Event Warning System

Schools purchasing an active event warning system must work in collaboration with the appropriate county sheriff to apply for funding for the initial costs to set up an active event warning system. This request requires listing the information of the county sheriff to verify the collaboration. Information needed includes:

- Name of Sheriff
- County (chosen from a drop-down list)
- Phone number
- Email address

Active event warning system costs do not have a match requirement. Any ongoing costs associated with the system will be the responsibility of the school corporation, charter school or accredited nonpublic school. Schools may only receive one grant for the initial set-up costs of an active event warning system.

SSSG will reimburse for the initial set up costs associated with the active event warning system with the specifications set forth in IC 10-21-1-4.5.

Active event warning systems must include the following:

- A two (2) phone application-based system that includes school officials as a sender within the system and law enforcement agencies as a receiver within the system
- An adjusted geofence to alert law enforcement agencies that are within a certain geographic location, including settings based on rural and urban locations, with an urban setting having a reduced geofence and a rural setting having a broader geofence
- The ability for students and the public to submit anonymous tips through a free reporting application
- The ability for information within the system to be interoperable with 911 dispatch
- The ability to display the school's address and location on a map
- The ability to provide notifications during emergencies and non-emergencies
- The ability to call 911 automatically when the system is triggered
- The ability to operate several individual school response plans.

Additional information required for the application includes:

- Vendor name
- Name of product
- Total cost for initial set-up (this is the only reimbursable amount)
- Total project cost
- Brief description of the warning system
- Brief overview of the implementation timeline
- Narrative budget summary
- Explanation for requested funding if applicant has been previously funded for the same project scope

Training

Grant funds designated as "Training Expenditures" may be used for the following training activities:

- Basic or advanced school resource officer training
- School resource officer or law enforcement officer training for handling a canine in a school setting
- Training for a canine to detect drugs and illegal substances, explosives, or firearms or otherwise provide protection for students and school employees and continuous training as appropriate
- School resource officer or law enforcement officer training for handling a canine trained to detect drugs and illegal substances, explosives, or firearms or otherwise provide protection for students and school employees
- Travel, per-dem and lodging expenses related to canine and canine handling training
- Firearms or other self-defense training for teachers and other school employees
- Provide funding for school employees to receive training and related expenses including per-dem, travel, and lodging for the following types of training:
  - Site vulnerability assessments
  - Mental health or behavioral health threat assessment
  - Multi-disciplinary threat assessment teams
  - Emergency preparedness or response activities

Schools may submit a second SSSG application for the purpose of tuition and related expenses for teachers, school staff and school employees who wish to enroll in firearms instructions described in IC 10-21-3.

Schools requesting funds for training expenditures will be required to provide the following information:

- Type of training
- Training or course number
- Number of anticipated participants
- Total cost
- Estimated training start and end dates
- Choose if it is an initial, refresher or one-time training/course
- Narrative budget summary
- Outcomes of the training course/program
- Qualifications of the training instructor
- Upload training materials such as agenda, training brochure, etc.

Student and Parent Support Services Plan (SPSSP)

SSSG funds used to implement student and parent support services plans must comply with the specifications set forth in IC 20-34-9. When requesting equipment for the Student and Parent Support Services Plan, enter the equipment items under the equipment budget category.

Applicants may provide documentation and information that supports the MTSS Multi-tiered System of Support.

- Tier 1: Core, universal academic, behavior & social-emotional
- Tier 2: Supplemental, targeted
- Tier 3: Intensive, individual

Potential Items/Activities Funded to Implement SPSSP:
- Personnel Costs: Salary and fringe benefits of personnel who implement student and parent support services plans (Job descriptions will be required as an upload in the application if seeking personnel costs).
- Examples of acceptable personnel are listed below:
  - Social worker
  - Counselor
  - Behavioralist
  - Therapist
- Trainings that support the implementation of student and parent support services plans.

Bullying Prevention

SSSG funds may be obtained for *evidence-based* or *best practice* bullying prevention programs for the following:

- Offer students and staff opportunities to develop the skills and strategies necessary to prevent bullying and potential bullying situations in digital and physical spaces
- Enable schools to identify and acquire the programs necessary to apply research-based models and proven practices for curriculum, policies, procedures and instruction that mitigate bullying in digital and physical spaces
- Assist schools in developing a cyberbullying prevention framework to promote the safety and well-being of students.

Design And Construction

SSSG funds may be obtained to design and construct additions or renovations on school property if the primary purpose of the construction project is to enhance the physical security of the school building.

Post School Shooting Counseling Services

SSSG funds may be obtained to cover the costs of counseling for students, teachers, school staff and school employees in the event of a school shooting.

Bleeding Control Kits

SSSG funds may be obtained to develop, implement, and carry out a Stop the Bleed program required by IC 20-34-3-24, including for the purchase of bleeding control kits.

Grant funds for bleeding control kits can be requested on the Equipment, Technology, Hardware and Materials budget page of the application.

ITEMS FREQUENTLY DENIED FOR FUNDING:

Unallowable Expenditures

Activities that are ineligible for SSSG funding include, but are not limited to:

- Pre-award expenditures (i.e., expenses incurred prior to the notification of the award *and* start of the performance period)
- Equipment expenditures such as:
  - Go-bags or reunification supplies
  - Pepper spray or other crowd control equipment
  - Weapons, weapon accessories, ammunition, and conducted electrical weapons
  - Window breaking devices
  - Personal protective equipment
  - SRO/LEO equipment such as phones and computers, or uniforms and badges
  - Vehicles, equipment for vehicles, and vehicle expenses
  - Bus cameras if not monitored in real time
- Personnel expenses *other than* salary and fringe benefits of qualifying personnel

Additionally, equipment and technology purchased with SSSG funds **cannot**:

- Violate existing fire and building codes and regulations
- Impede the ability to safely exit a structure
- Require a key or special knowledge to exit a space
  - A requirement to activate an electronic sensor or motion detector are considered "special knowledge or effort," and is therefore unallowable.
  - A push button to release an electronic lock on the exit side is considered "special knowledge or effort," and is therefore unallowable.

This is not a complete list of unallowable expenditures. Applicants should consult with IDHS Grants Management staff regarding any expenditure that does not clearly meet the allowable expense criteria established by IC 10-21-1 *et seq.* and this SSSG Notice of Funding Opportunity (NOFO). If there are allowability questions, please submit a Grants Support Ticket.

SUPPLANTING

SSSG funds must be used to supplement existing funds for project activities. SSSG funds cannot replace or supplant non-federal funds that have been appropriated for the same purpose.

If an applicant is awarded funding, and it is determined the grantee supplanted funds, then the grantee will be required to repay grant funds expended on the supplanted item(s).

BUDGET

A line-item budget must be included with each grant proposal. All items included in the budget must be allowable, allocable, reasonable, and necessary. For equipment line items, everything that relates to a single system should be included in one line item. For example, 25 cameras, a DVR, 25 mounting brackets, and cables should be added together in one line item as one (1) camera system.

Details of the line items should be included in the text boxes provided.

The budget must correlate to the proposal narrative. Failure to follow these requirements will result in reduced or denied funding.

Priority Ranking

Applicants are expected to rank their project scopes in the order of the school's priority. (1 = highest priority and 9 = lowest priority) in the budget summary form.

Ranking school priorities will help ensure a school receives support in the area that is its highest priority should only partial awards be given due to limited funding. Applicants are only required to rank the project scopes selected. For example: if an applicant only selects two project scope areas, one of them would be ranked "1" and the other "2."

Firearms training for teachers will automatically receive a priority 1 ranking. Applicants requesting this funding category will be able to select a second priority 1 from among the other requested budget categories.

Applicants not selecting the firearms training budget category will use the normal ranking system of 1 through 9 (with no additional priority 1).

AWARD DETERMINATIONS

SCORING

IDHS utilizes a review process when generating funding strategies. As this is a competitive grant, reporting compliance will be used as part of the criteria for determining funding.

IDHS will conduct an initial screening of the applications to check for completeness. Identifying information about the applicant will be screened out and hidden by IntelliGrants to reduce the likelihood of reviewer bias. **Incomplete applications will not be reviewed and will not receive funding.**

The Secured School Safety Board (SSSB) has the ultimate discretion regarding whether to approve or disapprove an award to an applicant. Applicants will receive an electronic notification with the final award determination.

There is no guarantee of funding for any applicant.

AWARD NOTIFICATION

IDHS Grants Management staff will contact the SSSG grantee when funding determinations have been finalized. If awarded funding, the SSSG grantee will receive an award letter that will include the following information:

- Grantee name
- Grantee award amount
- Grantee required match amount
- Grantee performance period
- Special conditions if applicable

A grantee may be asked to adjust its budget as a special condition of the award. Budget modifications for partial awards must be submitted through IntelliGrants and approved by IDHS Grants Management staff before a grant agreement will be sent to the grantee for signature through the state of Indiana's e-contracting system, Supplier Contract Management (SCM).

A grantee must confirm acceptance of the SSSG award in IntelliGrants. Directions for this process are included within the award letter.

All funding decisions are final. The Secured School Safety Board, at its sole discretion, has the ultimate authority to consider additional factors other than those listed within this NOFO.

NOTE: IDHS must run clearance checks with the Department of Workforce Development, Department of Revenue, and Indiana Secretary of State. If an applicant is not in good standing or has an outstanding issue with the state of Indiana, then the applicant cannot receive an award or go through the contracting process until the issue is addressed and made current. In the event IDHS finds that a grantee does not pass a clearance check, IDHS will notify the grantee. It is the grantee's responsibility to contact the appropriate agency and correct the issue. IDHS cannot correct this issue for the grantee.

GRANTEE GRANT AGREEMENT REQUIREMENTS

To receive funding, all SSSG grantees must:

- Enter into a grant agreement (contract) with IDHS.
- Agree to abide by all provisions of the grant agreement.

- Abide by all the conditions in the grant agreement.
- Sign the grant agreement electronically using the state's supplier contracts (SCM) module.
  - Make sure you have the correct signatory in your bidder profile (the signatory does not have to be the superintendent but can be anyone who is authorized to sign on behalf of the school). You can find more information on that by clicking this link https://www.in.gov/idoa/procurement/supplier-resource-center/requirements-to-do-business-with-the-state/bidder-profile-registration/.
  - Once the grant agreement has been sent out for external signatures through SCM, you will have 10 business days to electronically sign, and the agreement will move to the next approval phase.
- Include the authorized signatory information in the submitted application.
- Submit all reports in the prescribed format and time frames as determined by IDHS.
- Notify IDHS about any personnel changes through the Grants Support Ticket or Program Report.

REPORTING

PROGRAM AND FISCAL REPORTS

Program reports are intended to update IDHS Grants Management staff of the project status and to indicate if any guidance or assistance is needed to successfully complete the project. The program report must be submitted and approved before the fiscal report.

The fiscal reports are intended to update IDHS Grants Management staff of the fiscal status of the project. The fiscal report is also how the grantee will request reimbursement for approved expenses.

Program and fiscal reports are required and must be submitted in a timely fashion. A triannual report schedule will be provided in the award letter. Incomplete, incorrect, or late reports could impact a grantee's ability to receive future grant funding or receive reimbursement.

Fiscal reports are required each trimester even if no reimbursement is requested.

Grantees who mark program and fiscal reports as final will not be required to complete subsequent reports.

On each program report, grantees are required to indicate the exact item(s) that will be purchased with the matching funds. The match portion is a requirement of this grant and is not reimbursed.

An invoice and proof of payment is required for each grant reimbursement request and match contribution. When submitting for reimbursement the following documentation will be acceptable:

Eligible Invoices

Invoices must include the date of service, the amount due, and an itemized list of purchases. Acceptable invoices include:

- Employee payroll summary sheet

- Invoice from vendor
- Employee charge distribution
- Auditor's report
- Expenditure report
- Check register report
- Budget history report from the State Board of Accounts
- MOU/bill or letter from police department stating agreed upon amounts

Eligible Proofs of Payment

Proof of payment must include the date of payment, amount, payee, and payor. Acceptable proofs of payment include:

- Cancelled or cleared checks
- Bank or Credit Card Statements
- Pay Stubs
- Budget History Report from the State Board of Accounts or an auditor's report/cash ledger

Additional documentation that may be needed or helpful depending on the project scope that is chosen:

- Site vulnerability assessment
- SRO/LEO certification
- Job description of qualified personnel
- Vendor documentation that explains equipment or service and where/how it will be used on the premises
- Support services plan

Acceptable documentation must be presented for match spending as well as grant reimbursement requests.

GRANT ADJUSTMENT NOTICE (GAN)

Upon award, in the event the grantee wants to adjust, modify, or otherwise alter the grantee's project or grant proposal, then the grantee must first request approval from the state for such changes. Requests must be submitted as a grant adjustment notice (GAN) to the state through the Indiana IntelliGrants grant management system. The grantee shall not proceed to make any purchases that are outside the scope of the grantee's project without first receiving official approval through a grant adjustment notice. Approval shall be determined by the state's sole discretion. The grantee must receive written approval by the state prior to modification. Any purchases made by the grantee that are not authorized by IDHS will not be reimbursed under the grant agreement. If the grantee incurs a financial obligation prior to approval of the state, then the grantee will be required to reimburse the state for funds that were not approved.

Grant Adjustment Notices are not available until the first program and fiscal report have been approved by IDHS.

Increases to the originally awarded grant amount are not permitted.

Grant extensions will not be granted outside of extraordinary circumstances. If approved, a grant extension requires a GAN and a new grant agreement.

CLOSEOUT REPORTING REQUIREMENTS

IDHS Grants Management staff will close out the grant award when all applicable administrative actions and all required work on the award have been completed by the grantee. This section summarizes the actions the grantee must take to complete the closeout process in accordance with IDHS policy and procedure.

Within 30 days of the end of the period of performance, a grantee must submit a final program report detailing accomplishments throughout the period of performance and a qualitative summary outlining the impact of all the accomplishments supported by the grant award. If the final program report omits activities, the report will be returned, and additional information will need to be included to satisfy this requirement.

- Funding obligations must be made prior to the end of the performance period listed in the grant agreement.
- **All outstanding expenses must be paid and final requests for reimbursement must be submitted within 30 days of the end of the period of performance.**
- *Unexpended funds do not carry over to the next year.*

ADDITIONAL INFORMATION

DATES TO KNOW FOR FISCAL YEAR 2026 SSSG

- June 2, 2025 – Application Period for FY 2026 SSSG Begins at 8 a.m. EDT
- June 30, 2025 – Application Period for FY 2026 SSSG Ends at 4:30 p.m. EDT
- September 1, 2025 – FY 2026 SSSG performance period begins
- August 31, 2026 – FY 2026 SSSG performance period ends (last day for expenditures)
- September 30, 2026 – Final FY 2026 SSSG program report and fiscal report due

DATES TO KNOW FOR FISCAL YEAR 2025 SSSG

- August 31 – FY 2025 SSSG performance period ends (last day for expenditures)
- September 30 – Final FY 2025 SSSG program report and fiscal report due

MONITORING

IDHS Grants Management staff must monitor a grantee as a requirement of the award to assure compliance with applicable state requirements and verify performance expectations are being achieved. Grantee project performance will be monitored by the IDHS Grants Management compliance monitor through desk reviews.

IDHS CONTACT INFORMATION

If you have any questions about the information contained within the NOFO or need technical assistance in completing a grant application, please submit a Grants Support Ticket. **Include "FY26 SSSG" in the subject line for inquires** and please be succinct yet descriptive of the issue.

APPENDIX A: REQUIRED REGISTRATIONS

Note: if you have already registered as a supplier and bidder, you do not need to repeat this process. Supplier numbers are linked to an applicant's federal employer ID number (FEIN) and therefore duplicate entries are not permissible.

SUPPLIER REGISTRATION WITH THE STATE OF INDIANA

Applicants must be an active supplier in good standing with the state of Indiana. To register as a supplier with the state, please visit the State of Indiana Comptroller's website at: https://www.in.gov/auditor/924.htm and complete the **W-9 Form** and **Automated Direct Deposit Authorization Agreement SF# 47551**. Applicants must use the legal name of the entity registered with the IRS on these forms. Please send the completed forms to the IDHS Grants Management staff inbox: grants@dhs.in.gov.

To assist in this process, title the subject line as "**Supplier Number Application for [insert your applicant name here] FY26 SSSG**". The forms then will be given to a project manager to ensure a timely registration. Please plan accordingly and allow for a minimum of ten (10) business days for this registration process to be completed once forms have been submitted. IDHS must relay this information to the Comptroller's office for processing and does not have control over the speed at which the supplier form is processed. High volume requests to the Comptroller's office will sometimes delay this process more than two weeks.

Once the completed forms have been processed and a supplier number has been generated, IDHS Grants Management staff will contact the applicant with the applicant's supplier number. Applicants who are unsure if a supplier number has already been registered for their agency should contact IDHS Grants Management staff at grants@dhs.in.gov for verification. **A supplier can only have one supplier number; the supplier number is linked to a supplier's FEIN**. To verify the supplier's information on file with the state, the applicant must provide the correct FEIN.

BIDDER REGISTRATION WITH THE STATE OF INDIANA

The state of Indiana requires all entities who receive funds from the state to be registered as a bidder. **An applicant can begin the bidder registration process while a supplier number is being processed.** There is no cost to become a registered bidder, and the process takes approximately 20 minutes to complete.

To become a registered bidder, applicants must go to this link: http://www.in.gov/idoa/2464.htm. The website has instructions on how to create a new bidder profile. The state of Indiana will run a nightly batch process that will link your supplier number to your bidder registration number, but this process will not be run if your bidder registration is not fully completed. You will not be able to receive any funding if these two numbers are not synced.

If these processes have already been completed, the requirement has been met. Applicants should not duplicate the processes. If applicants with a bidder number who need to add a new signatory or update

their registration should go to this link: http://www.in.gov/idoa/2464.htm. After clicking on this link, the website will have instructions on how to update a bidder profile. *Please keep in mind that until these processes are complete, a grant application will not be accepted*.

APPENDIX B: FUNDING TIER FORMULA EXAMPLES

KEY DEFINITIONS FOR DETERMINING MATCH

ADM: Average daily membership determined under IC 20-43-4-2. In the case of a school corporation career and technical education school described in IC 20-37-1-1, ADM refers to the count on a full-time equivalency basis of students attending the school on the date ADM is determined under IC 20-43-4-2.

Match: The amount of money that is spent on the project by the applicant that is not paid by state funds.

Match Rate: The percentage of money that a school will be required to fund on the project before receiving grant funds. The match rate is a percentage of the grant amount requested, NOT a percentage of the total project cost.

Grant Funding: The amount of money that will be reimbursed to the school after the school has spent the required amount of its own funding.

Project Cost: The total cost of the project including match money, grant funding, and any other costs outside of the match/grant total.

ADM GRANT FUNDING BREAKDOWN

Average Daily Membership	Funding
1 - 500	up to $35,000 at 25% match **or** up to $50,000 at 50% match **or** up to $100,000 at 100% match
501 - 1,000	up to $50,000 at 50% match **or** up to $100,000 at 100% match
More than 1,000 **or** Coalition	up to $100,000 at 100% match

SCHOOL ADM IS 1-500

A school can apply for up to $100,000 in grant funds. In this category, the match rate will increase within each tier, described below. Schools are not required to apply for the maximum amount and should choose the tier that best works for its needs and financial match capabilities.

The match amount is a percentage of the grant amount, not of the total project cost.

Tier 1

If applying for **$35,000 and below**, a 25% match is required.

For example:

- $35,000 Grant Funds Requested x 25% match = $8,750 Match Requirement
- $35,000 Grant Funds Requested + $8,750 Match Requirement = $43,750 Total Project Cost
- To request reimbursement, the school must show proof of payment and an invoice. Partial payments may be requested, but the match must be reflected in each request.
- Amount reimbursed to school = $35,000

Tier 2

If applying for **$35,001 up to $50,000** in grant funds, a 50% match is required.

For example:

- $50,000 in Grant Funds Requested x 50% match = $25,000 Match Requirement
- $50,000 Grant Funds Requested + $25,000 Match Requirement = $75,000 Total Project Cost
- To request reimbursement, the school must show proof of payment and an invoice. Partial payments may be requested, but the match must be reflected in each request.
- Amount reimbursed to school = $50,000

Tier 3

If applying for **$50,001 up to the maximum of $100,000** in grant funds, a 100% match is required.

For example:

- $100,000 in Grant Funds Requested x 100% match = $100,000 Match Requirement
- $100,000 Grant Funds Requested + $100,000 Match Requirement = $200,000 Total Project Cost
- To request reimbursement, the school must show proof of payment and an invoice. Partial payments may be requested, but the match must be reflected in each request.
- Amount reimbursed to school = $100,000

Examples Based on an ADM from 1-500

If a school knows the total cost of the project, it can determine the exact amount of money required to spend in order to be reimbursed with grant funding.

For example, if the total project cost to employ an SRO is $50,000, it might be appropriate to only request $35,000 in grant funds.

- $35,000 Grant Funds Requested x 25% match = $8,750 Match Requirement
- $35,000 Grant Funds Requested + $8750 Match Requirement = $43,750 Total Project Cost
- Amount reimbursed to school = $35,000

However, if more than $35,000 is requested, a 50% match is required.

- Based on this, a request for $36,000 would require an increase in the match requirement for a school.
- $36,000 in Grant Funds Requested x 50% match= $18,000 Match Requirement
- $36,000 Grant Funds Requested + $18,000 Match Requirement = $54,000 Total Project Cost
- Amount reimbursed to school = $36,000

SCHOOL ADM IS 501-1000

A school may apply for up to $100,000 in grant funds. A school does not have to apply for the maximum amount. The match rate will increase with each tier.

Tier 1

If applying for **$35,000 and below**, a 50% match is required.

For example:

- $35,000 Grant Funds Requested x 50% match = $17,500 Match Requirement
- $35,000 Grant Funds Requested + $17,500 Match Requirement = $52,500 Total Project Cost
- To request reimbursement, the school must show proof of payment and an invoice. Partial payments may be requested, but the match must be reflected in each request.
- Amount reimbursed to school= $35,000

Tier 2

If applying for **$35,001 up to $50,000** in grant funds, a 50 percent match is required.

For example:

- $50,000 in Grant Funds Requested x 50% match = $25,000 Match Requirement
- $50,000 Grant Funds Requested + $25,000 Match Requirement = $75,000 Total Project Cost
- To request reimbursement, the school must show proof of payment and an invoice. Partial payments may be requested, but the match must be reflected in each request.
- Amount reimbursed to school = $50,000

Tier 3

If applying for **$50,001 up to the maximum of $100,000** in grant funds, a 100% match is required.

For example:

- $100,000 in Grant Funds Requested x 100% match= $100,000 Match Requirement
- $100,000 Grant Funds Requested + $100,000 Match Requirement = $200,000 Total Project Cost
- To request reimbursement, the school must show proof of payment and an invoice. Partial payments may be requested, but the match must be reflected in each request.
- Amount reimbursed to school = $100,000

Examples Based on an ADM from 501-1000

Determining the total cost of the project will allow a school to determine the exact amount of money required to be spent prior to requesting reimbursement.

For example, if the total project cost to employ an SRO is $60,000. It might be appropriate to only request $40,000 in Grant Funds Requested.

- $40,000 Grant Funds Requested x 50% match = $20,000 Match Requirement
- $40,000 Grant Funds Requested + $20,000 Match Requirement = $60,000 Total Project Cost
- Amount reimbursed to school = $40,000

SCHOOL ADM IS MORE THAN 1000

A school may apply **up to $100,000** in grant funds. This requires a 100% match, regardless of the amount of money requested.

For example:

- $100,000 in Grant Funds Requested x 100% match= $100,000 Match Requirement
- $100,000 Grant Funds Requested + $100,000 Match Requirement = $200,000 Total Project Cost
- To request reimbursement, the school must show proof of payment and an invoice. Partial payments may be requested, but the match must be reflected in each request.
- Amount reimbursed to school = $100,000

Examples Based on an Adm More Than 1000

Determining the total cost of the project will allow a school to determine the exact amount of money required to be spent prior to requesting reimbursement.

For example, if the total project cost is $100,000, it may be more appropriate to request $50,000 in Grant Funds Requested.

- $50,000 Grant Funds Requested x 100% match= $50,000 Match Requirement
- $50,000 Grant Funds Requested + $50,000 Match Requirement = $100,000 Total Project Cost
- Amount reimbursed to school = $50,000

For questions or assistance calculating match, please submit a Grants Support Ticket.