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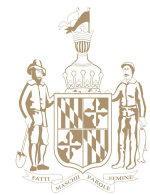
Governor's Office of Crime Prevention and Policy (GOCPP)

**State Fiscal Year (SFY) 2027
Community Grant Program Fund (CGPF)**

Notice of Funding Availability (NOFA)

Applicant Technical Assistance Call
Thursday, March 5th, 2026, 1:00-2:00pm

gocpp.maryland.gov/grants/



General Housekeeping

- Subtitles and Translation Services are available by enabling Closed Caption and/or Interpretation in the navigation panel at the bottom of the screen 
- To ask questions, please type them in the chat. Panelists may ask you to unmute and clarify aloud if necessary
- The presentation will be posted to the CGPF [grant program page](#) on the GOCPP website

GOCPP- CGPF Team: Introductions



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Melissa Bitting

Grant Monitor

Melissa.Bitting@maryland.gov

Sharon Leason

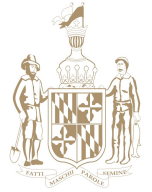
Funding Manager

Sharon.Leason@maryland.gov

Abangolee (Lee) Caulcrick

Fiscal Grants Specialist

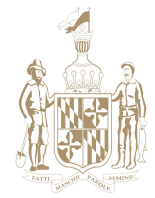
Abangolee.Caulcrick@marylad.gov



Technical Assistance Objectives

Understand key concepts related to submission of an application under CGPF, including:

- Goals and priorities of this program
- Eligibility
- Award information
- Application requirements
- Application review process



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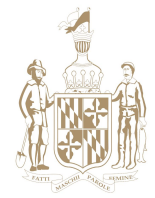
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CGPF Overview

Established in 2016 by [§4–701 through 4–703 of the Public Safety Article](#), the primary purpose of CGPF funding is to assist:

- **local law enforcement agencies** with establishing community programs; and
- local LEAs or **other local government agencies** with establishing violence intervention programs.

These programs support the Office's objective of developing criminal justice strategies that are coordinated at the local, state, and federal levels. The program also seeks to enhance the relationship between law enforcement and youth.



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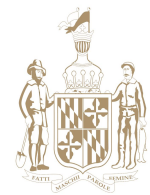
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Approved CPGF Projects

Programs should either: provide recreational or athletic opportunities for members of the community, improve relations between residents and law enforcement; and/or otherwise benefit or improve the community.

Programs can include, but are not limited to:

- Police/community events such as “National Night Out”
- **Violence intervention programs**
- Programs for School Resource Officers to implement within public schools.
- Partnerships with other community groups such as food pantries, recreational leagues, athletic events, local health departments, The Y, Police Explorers, and The Boys and Girls Club.
- Mentorship programs to encourage youth to consider public safety careers.



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Award Details

1. **Due Date for Applications:** Friday, April 10, 2026 by 11:59 pm
2. **Period of Award:** July 1, 2026 - June 30, 2027
3. **Number of Awards:** up to 25
4. **Award Amount Range:** \$5,000 - \$50,000
5. **Last day to request a User ID:** Friday, April 3, 2026

Program Narrative

All applicants are **required** to adhere to the word limits applied to each section of their narrative:

- Overall Organization Information (Word Limit: 500)
- Problem Statement/Needs Justification (Word Limit: 500)
- Program Purpose Area (Word Limit: 150)
- Project Design (Word Limit: 750)
- Goals & Objectives (Word Limit: 1,500)
- Data Collection Plan (Word Limit: 250)
- Grant Personnel (Word Limit: 500)
- Sustainability (Word Limit: 200)
- Applicant Disclosure of Pending Applications Statement (Word Limit: 150)
- Budget Details and Spending Plan (Word Limit: 750)



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Grant Menu

- Search
- Face Sheet
- Officers
- Service Sites
- Summary
- Narrative**
- Budget
- Budget Priority
- Print
- Documents
- Activity Log

 Save  Generate Report

Please remember to save your narrative every 15 minutes!
IMPORTANT CHANGES - See [GMS Application Instructions](#) for narrative guidance.

OVERALL ORGANIZATION INFORMATION (Word Limit: 500)

Provide the **following** information about your organization in the outline format below:

- A. **Mission Statement:** State your agency's mission and upload your most recent Organizational Chart into the GMS.
- B. **Brief Overview:** Include your organization's history, primary services, the client/community needs currently addressed, and highlight any key milestones and achievements in the field.
- C. **Key Organizational Information (in bullet format):**
 - i. Total number of full-time equivalent (FTE) employees
 - ii. Total current organizational budget.
 - iii. Percentage of your organizational budget this application is requesting.
 - iv. Primary jurisdictions your organization serves (e.g., counties, cities, neighborhoods).
 - v. Primary client population your organization serves and how long you have served this population.

Also, refer to the NOFA for any program-specific requirements that should be included in this narrative section.



Provide the **following** information about your organization in the outline format below:

- A. **Mission Statement:** State your agency's mission and upload your most recent Organizational Chart into the GMS.
- B. **Brief Overview:** Include your organization's history, primary services, the client/community needs currently addressed, and highlight any key milestones and achievements in the field.
- C. **Key Organizational Information (in bullet format):**
 - a. Total number of full-time equivalent (FTE) employees within your organization.
 - b. Total current organizational budget.

 Design  Preview

Words: 120 Characters: 921

Budget - Allowable Costs

All budget line items must be reasonable, allowable, and allocable to the project proposed for funding.

- Personnel- Overtime for law enforcement members participating in programming and events.
- Operating expenses- rental space, printing, and communications directly related to the CGPF
- Travel- costs associated with CGPF-related travel (i.e. competitions, events, etc.). Must use per diem
- Contractual services- contracting with 3rd party entities. Pre-approved rate is \$81.25/hr.
- Equipment- to support CGPF initiatives with a per-unit cost of \$10,000+ or to last over a year
- Other- all other CGPF expenditures under \$10,000 or with a useful life under a year
 - Items needed for community or youth programming (such as sports equipment, uniforms, instructional materials)
 - Branded items serving as educational materials or for identifying participants in events. Must be directly necessary in achieving the project's goals.
 - Also includes indirect costs, either federal de minimis rate of 15% or from NICRA



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Budget - Unallowable Costs

All budget line items must be reasonable, allowable, and allocable to the project proposed for funding.

Unallowable Costs:

- Alcoholic beverages
- Bad debt
- Bonuses or Commissions
- Construction/Capital Expenses/Land Acquisition
- Corporate Formation (costs associated with incorporation fees, brokers' fees, fees to promoters, organizers or management consultants, attorneys, accountants, or investment counselor in connection with establishment or reorganization of an organization)
- Fundraising
- Honorarium
- Lobbying costs (including membership fees to organizations whose primary activity is lobbying)
- Meals (exception to consider food consumed by clients must be pre-approved)
- Trinkets (items such as hats, mugs, portfolios, t-shirts, coins, and gift bags) that only serve as promotional items or souvenirs– not supporting the goals of the project

Example Grant Application

We will use the next few slides to illustrate key details and formatting for the different sections of the application narrative



Project Summary Samples

Good:

The ____ (Implementing Agency's Name) ____ (Project Title) ____
program helps to ____ in _____. The program
_____. Program funds support ____, ____, and _____.

Not so great:

This project will make playgrounds better.



Organization Information Samples

Good: Mission Statement & Overview of the applicant agency

Population Served: XXX or XXX years.

Total number of clients served across all programs:

i. Brief:

1. SFY24:
2. SFY25:
3. SFY26:
4. SFY27 Projections:

ii. Intermediate

1. SFY24:
2. SFY25:
3. SFY26:
4. SFY27:

iii. Extended

1. SFY24:
2. SFY25:
3. SFY26:
4. SFY27:

Key Organizational Information:

- Total number of full-time equivalent (FTE) employees: XXX
- Total current organizational budget: \$XXX
- Percentage of organizational budget this application is requesting: XX%

Not so Great: Lennig County Parks and Recreation has managed the area's parks for 30 years and has 45 employees.



Problem Statement Samples

Good:

This project will consist of the following services: XXX. These proposed activities fit into our overall agency mission because XXX. The XXX Department is well-suited to carry out this project because XXX.

In XXX, there has been the following crime trends: XXX. Community residents report that XXX.

Potential barriers to this project could be XXX, but we will work to overcome them by XXX.

This is a (continuation/new) funding request.

Our award for the past fiscal year was \$XXX. We also received funding in \$XXX from [XXX] in the previous year to support this project. We have/have not stayed in budget and on schedule because of XXX.

Not so great: National research from the Hammond Group in 2003 showed that most people prefer to use playgrounds that are located in wooded areas. It's important that we plant more trees at our area playgrounds.



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Program Purpose Area Samples

Good: Our project aligns with the NOFA priorities, given that the NOFA says CGPF's goals are to _____, and we are doing _____...

Not so great: Our project follows ADA guidelines.



Project Design Samples

Good:

1. Project Implementation and Services:

- What activities will your project carry out? What steps will be taken in order to do this? How will this accomplish your goals?

2. Client Awareness of Services:

- What outreach strategies will you use?
- Who is your target audience?

3. Best Practices and Methodology:

- What best practices are you implementing? Why does this project make sense for your jurisdiction? What are your anticipated impacts?

4. Involved Stakeholders:

- What other agencies or departments will be involved in this project?

Not so great: We will use the funds to pay for the materials to build the ADA playgrounds, and we'll put flyers out. 17



Goals and Objectives Samples

Good:

Goal #1: XXX

Objective #1: XXX

- Project Activities - XXX
- Resources - (directly tied to the budget line items)
- Program Measurement - This project will be successful when XXX.
- Past Performance Indicators - In previous years...

Not so great:

Goal 1: Improve area playgrounds

Objective: Residents will increase their use of the playgrounds



Data Collection Plan Samples

Good: To measure the effectiveness of the project, we will use XXX

1. Data Collection Methods:

- We will use XXX to get XXX quantitative and qualitative data

2. Data Systems and Tools:

- Which specific sites and systems (Google Forms, Apricot, etc.)

These methods and tools will help measure XXX.

Not so great: We will interview people at the park.

Grant Personnel Samples

Good:

XXX Department has been operating since XXX. We have a strong history of XXX. The Chief/Authorized Official, XXX, has XXX experience. The Project Director, XXX, has XXX experience. Overtime expenses will be incurred by XXX for XXX.

Not so great:

Project Director: Our Executive Director will oversee all events. Overtime will be used.

Sustainability Samples



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Good:

We have XXX in our budget, we seek out XXX grants, we fundraise XXX... If this project were to stop being funded we would XXX.

Not so great:

We cannot do this project without receiving this grant.

Disclosure of Pending Applications Samples

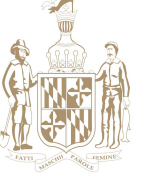
Good:

Within the last 12 months, we have submitted one other pending application for this project:

1. Funding Agency: GOCPP
2. Solicitation Name: XXX
3. Point of Contact: XXX
4. Funding Request: \$XXX

Not so great:

We have applied for other grants this year.



Budget & Spending Plan Samples

Good:

Ramps (5)

1. These ramps have not previously been funded, nor have they been requested in any other grant. Federal funds are supporting other aspects of this project, such as the parking lot
2. The ramps will be paid for 100% through this COSI grant, as it is all for this initiative
3. Proration rate for the ramps is 100% since they are solely for this project
4. Calculation: each ramp is $\$5,000 \times 5 \text{ ramps} \times 100\% = \$25,000$

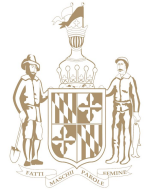
Order by deadline: August 30th, 2025, Projected delivery and invoice date: September 2025

Reimbursement request date: Quarter 1

This line item will support the goals of our project by XXX.

Not so great:

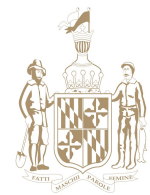
Program Equipment: \$25,000



Required Documents

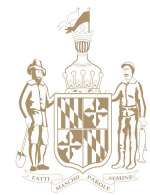
The following documents are **required** to be submitted *with* your application:

- Certified Assurances
- Certification Regarding Lobbying
- Current W-9 Form
- Screenshot of SAM.gov/Unique Entity Identifier Registration
- Certificate of Applicable Financial Reporting Requirements and Required Financial Report Uploading
- Determination of Suitability to Interact with Minors Form
- **NEW: Organizational Capacity Questionnaire**
- Most Recent Organizational Chart
- Proof of 501 (c)(3) Status REQUIRED for all NEW nonprofit applicants



Application Technical Review

1. An internal reviewer will assess the following components of the application:
 - Applicant eligibility
 - Submission of all required documents (**points will be deducted from the final score for each missing required document**)
 - Budget compliance
 - If the applicant requests more or less than the allowable budget range, **points will be deducted from the final score**
 - Unallowable costs will be identified and those costs will be deducted from the final award if the application is approved for funding
 - Compliance with new word limits applied to each section of the application
 - Text that exceeds the word limit will be redacted prior to the scoring review.



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Application Scoring Review

1. Each eligible application will be assigned to a three-person team that will review and score the application based on compliance with the criteria outlined in the NOFA
2. Each reviewer will score each section of the application, calculate a final score, and make a funding recommendation
3. The three scores will be used to calculate a preliminary score
4. Bonus and deduction points will be applied to the preliminary score to calculate the final score
5. Applications will be ranked based on need demonstrated and final score, and then funding amounts will be assigned
6. Those applications recommended for funding will then be submitted for review and approval by the GOCPP Executive Director
7. Once the recommendations have been approved, applicants will be notified and applications will be processed for award



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ANY QUESTIONS?



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Any Feedback?

Please use the below link to complete our FY27 NOFA TA Survey so that we can improve our calls in the future.

Link: <https://forms.gle/1VsrUarByPyYYnSq5>

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