



**MEDICAL
COLLEGE
OF WISCONSIN**

Comprehensive Injury Center

WISCONSIN COMMUNITY SAFETY FUND

REQUEST FOR APPLICATIONS

Microgrant Program

2025-2026

Wisconsin Community Safety Fund Microgrant Program 2025-2026

Request for Applications

Overview

The Wisconsin Community Safety Fund (WCSF) was created in order for the Comprehensive Injury Center at the Medical College of Wisconsin (MCW) to support local, evidence-informed activities that enhance the safety and wellbeing of children, youth, and families throughout Wisconsin.

The Comprehensive Injury Center at the Medical College of Wisconsin (MCW) provides training and technical assistance to communities throughout the state committed to injury and violence prevention. This Microgrant program is designed to enhance violence prevention by providing one-time funds for allowable uses that can support local efforts to address violence as a public health issue. This document provides information about this funding opportunity and instructions to help those eligible apply for a portion of the available funds.

This Request for Applications (RFA) is designed to make additional funds available for **one-time purchases** that enhance community safety through public health approaches to violence prevention. Funding for this application was made possible from the State of Wisconsin by the American Rescue Plan Act of 2021, recognizing the increased need for violence prevention efforts in communities most impacted by the historic rise in violence since the start of the Covid-19 pandemic.

Grant Program Description

Through this RFA, MCW is seeking applications to fund one-time purchases of equipment, supplies, or services for training, events, or outreach to advance public health approaches to violence prevention. The Centers for Disease Control and Prevention defines a public health approach as any effort that enhances the health, safety, and well-being of a population. Projects must incorporate activities informed by best practices in [public health and violence prevention](#).

Addressing violence as a public health issue allows communities to select strategies that best address their needs, evaluate the impact and adapt approaches to address underlying needs based on the experiences of those most directly affected by violence. Using reliable data, best practices and voices of impacted communities, organizations implementing community safety and prevention initiatives may be aware of equipment, supplies, events or short-term projects that can increase shared protective factors. For example, people who are most at-risk of being involved in violence may also face transportation barriers which prevent them from accessing programs that can reduce risk factors and increase protective factors. Purchasing a vehicle to

provide transportation is an action that removes a barrier to participation and increases protective factors for those individuals at highest risk

Funding will support prevention efforts to address one or more of the following community safety priorities:

- Community Violence
- Sexual and Gender Based Violence
- Intimate Partner Violence
- Child Abuse and Neglect
- Adverse Childhood Experiences
- Suicide

For more information on these topics, including definitions and strategies for prevention, go to: [Prevention Resources for Action | Violence Prevention | CDC](#).

A total of \$445,000 is available under this announcement. **The maximum amount for each award will be \$75,000. Applications are due by April 9, 2025, at 11:59pm CST.** After this date, additional applications will be reviewed on a rolling basis if funds are still available. **The RFA will officially close on May 30, 2025, at 11:59pm CST.**

Awards are expected to be available **beginning 05/15/2025 and need to be spent by 3/31/2026. All expenses must be invoiced by 6/30/26.**

No matching funds are required for this granting program however agencies must demonstrate administrative and financial capacity to manage reimbursement-based grant contracts. MCW reserves the right to extend the deadline or reissue this RFA until all grant funds are allocated.

Granting Agency

This Request for Applications (RFA) is issued by MCW with funding provided by the State of Wisconsin. MCW will serve as the sole point of contact for this RFA. All communications with MCW regarding this RFA should be directed to the Comprehensive Injury Center Division of Violence Prevention at: WCSF@mcw.edu

The contract agreement(s) resulting from this Request for Applications will be administered by the Medical College of Wisconsin.

Eligibility Requirements

MCW provides guidelines for eligibility below. MCW will interpret eligibility criteria to align with program objectives and American Rescue Plan Act requirements. Eligibility determinations by MCW are final. **This RFA is for projects serving populations residing in the State of Wisconsin.** The payment/agreement arrangement will vary based on the type of request and scope of

work, and as such, MCW may require additional documentation and/or subrecipient monitoring before issuing funds.

Eligible Applicant Agencies

1. Municipal, Tribal, County, Governmental entity or school district serving residents in Wisconsin.
2. Nonprofit, nongovernmental organization that conducts operations in Wisconsin and have an administrative presence in Wisconsin, since at least January 1, 2019.
3. All applicants with current 501(c)3 tax-exempt status registered with the Wisconsin Department of Financial Institutions and have one of the following statuses as of the RFA deadline date: “in good standing”, “restored to good standing”, “incorporated/qualified/ registered”, “organized”, or “registered”.

Eligible Projects

This RFA is intended to fund one-time purchases that enhance community safety from a public health perspective. Proposed expenses must align with best practices in [public health and violence prevention](#).

These funds **cannot be used for academic research, law enforcement, courts, or correctional services**. The State of Wisconsin has allocated separate and significant funding resources for these activities through the American Rescue Plan Act.

Below are allowable categories that funding can be applied for expenses for activities, events, or programming occurring prior to March 31, 2026

Project Expenses	
Allowable	Not Allowable
Services pertaining to a one-time event	Enforcement personnel or facilities
Equipment or Supplies	Court/Prosecution Services
Consultant Fee for training or facilitation	Correctional Services
Travel, Training, and Lodging	Academic Research Studies
Food for Community Meetings/Activities	Drug/Substance Misuse Treatment Services
Media, printed material or communications	Salary and Fringe
Participant incentives for one time meeting/event/convening	Facility Construction or Repairs

Clarifications and/or Revisions to the Request for Applications

If an applicant discovers any significant ambiguity, error, conflict, discrepancy, omission, or other deficiency in this RFA, the applicant should notify MCW of such error at WCSF@mcw.edu and request modification or clarification of the RFA. If it becomes necessary to provide additional clarifying data or information, or to revise any part of this RFA, revisions/amendments and/or supplements will be posted to the [WCSF webpage](#).

Questions regarding the application process can be submitted to WCSF@mcw.edu.

Questions posed to the WCSF program will be published in a Q&A document on the WCSF webpage. All applicants are encouraged to check the [WCSF webpage](#) on a regular basis for posted questions and answers.

Reasonable Accommodations

MCW will provide reasonable accommodation, including the provision of informational material in an alternate format, for qualified individuals with disabilities upon request. Any applicant in need of reasonable accommodation should contact MCW at: WCSF@mcw.edu.

Calendar of Events

Listed below are specific dates/times of actions related to this Request for Applications. The actions with specific dates must be completed as indicated unless otherwise changed by MCW. If MCW finds it necessary to change any of these dates and/or times, it will do so by issuing an amendment(s) to this RFA via the [WCSF webpage](#). There may or may not be formal notification issued for changes to target dates and times.

Item	Date
Application Deadline	04/09/2025
Rolling Review Period (subject to availability of funds)	Until 05/30/2025
Applicants Notified	Approximately 30 days after submittal
Project Start Date	Upon notice of award
Spending Deadline	03/31/2026
Invoicing Deadline	06/30/2026

Grant Agreement Term, Funding, Purchasing Process, and Reporting

Funds administered under this RFA shall be effective on the execution date and shall be in force until all eligible activities are completed and all required documents are submitted to MCW. Expenses must be incurred between May 15, 2025 and March 31, 2026. All invoicing must occur before June 30, 2026.

Purchases made under this funding opportunity will be managed in one of two ways, **subrecipient agreement** or **direct purchase**, determined by MCW on a case-by-case basis:

Subrecipient Agreement

If MCW determines that the awarded organization meets the criteria for a subrecipient, the organization will enter into a formal subrecipient agreement. Under this arrangement, the awarded organization will be responsible for making purchases and will be reimbursed for allowable expenses. Subrecipients without a federally negotiated indirect cost rate may elect to

use the 10% de minimis Facilities & Administrative (F&A) rate in accordance with federal guidelines. If a subrecipient has a federally negotiated rate, they must use that rate.

Compliance & Reporting Requirements for Subrecipients

Subrecipients must comply with federal grant regulations, including completing a risk assessment as part of MCW's subrecipient monitoring process, adhering to federal procurement standards (2 CFR 200.318 - 200.327), and meeting financial reporting requirements.

Subrecipients will be required to submit program and financial reports detailing the use of funds, activities conducted, populations served, and progress toward desired outcomes. In addition to these reporting requirements, subrecipients must comply with federal grant regulations, including Title VI Civil Rights Compliance, Executive Compensation Reporting if applicable, and Lobbying Disclosure for grants exceeding \$100,000. Subrecipients must also ensure that all purchases comply with federal procurement standards and maintain proper documentation of expenses.

Direct Purchase by MCW

In some cases, MCW will purchase the approved item(s) on behalf of the awarded organization. These purchases will be made directly by MCW, and the awarded organization will receive the item(s) without needing to process reimbursements or manage procurement. Organizations receiving direct purchases from MCW will be required to sign a receipt confirmation and usage agreement upon delivery of the item(s). This agreement will confirm that the organization has received the item(s) and agrees to use them solely for the approved program purpose. MCW may also request a brief follow-up report to assess the impact of the purchase on program objectives. Organizations receiving direct purchases will not be considered subrecipients and will not be subject to additional compliance requirements.

Reporting Requirements for Direct Purchases

Organizations receiving direct purchases will not be required to submit quarterly reports. Instead, they must confirm receipt of the purchased item(s) upon delivery and submit a follow-up report within a specified timeframe. This report will describe how the item(s) have been used, the population served, and the impact on program objectives. MCW may request additional performance data as needed.

MCW will determine the appropriate purchasing method based on the type of request, compliance requirements, and administrative considerations. Applicants will be notified of the purchasing method upon award and provided with detailed guidance on next steps. MCW will also provide reporting templates and technical assistance to ensure compliance with all requirements.

Application Selection and Award Process

Application Evaluation

The applications will be reviewed by an internal MCW committee. The Committee will review and score all accepted applications against the criteria listed below. The Committee's scoring will be tabulated, and applications will be ranked based on the numerical scores received. Other factors including but not limited to geographic diversity, population focus, and program saturation may be considered beyond numerical rankings for selection. These factors are at the sole discretion of MCW.

Application Review Criteria

1. Application will be assessed on a range of factors including:
2. Experience and capacity to successfully implement proposed activity.
3. Alignment with addressing violence as a public health issue.
4. Reflection of the experiences of directly impacted people and priority population served.
5. Ability to advance community safety for most impacted people and achieve desired outcome.

Oral Presentations

MCW may require applicants to participate in a virtual interview to support and clarify their applications. MCW will make every reasonable attempt to schedule each presentation at a time that is agreeable to the applicant. Failure of an applicant to interview on the mutually agreed upon date scheduled may result in rejection of the applicant's application.

Right to Reject Applications and Negotiate Grant Agreement Terms

MCW reserves the right to reject all applications. MCW reserves the right to negotiate the terms of the contract grant agreement(s) that result from this Request for Applications, including the total award amount and individual budget items with the selected applicant prior to entering into a contracted grant agreement.

Award Amounts

Grant amounts shall not exceed \$75,000. MCW reserves the right to negotiate, limit or amend grant awards in accordance with objectives of the program and available funding.

Method of Award

Awards will be primarily based on selection committee scores. Funds may not be requested for expenses reimbursed from any other funding source. MCW reserves the right to consider other factors for granting awards in addition to selection committee scores.

Notification of Award

All applicants who submit an accepted full application will be notified of their application result at the primary point of contact email provided in full application. Notifications will be emailed to primary contact for applicant agency **in approximately 30 days of submission**. Upon notification, sub-recipient monitoring and subaward negotiation will commence by the Grants and Contracts Office at the Medical College of Wisconsin.

Preparing and Submitting Application

General Instructions

The evaluation and selection of a grantee(s) and the contract grant agreement will be based on the accurate completion of the full application, attestation responses, and submission of all required attachments. Failure to respond to each of the questions or requirements in the RFA may result in rejection of an application.

A formal budget is not required at the time of application. However, if selected, a formal budget may be required based on the type of request.

Incurring Costs for Completing Application

The Medical College of Wisconsin is not liable for any cost incurred by applicants in replying to this Request for Application.

Submitting the Application

Applicants must submit a completed application through the on-line application portal located on the [WCSF webpage](#). Your progress will automatically save as long as you use the same computer and browser. If you experience technical difficulties, email wcsf@mcw.edu for assistance. MCW will not accept applications by email, mail, hand delivery, or facsimile machine (fax).

Multiple Applications

An eligible agency may only submit one application.

Withdrawal of Applications

Applicants may withdraw an application at any time by submitting a request via email from an authorized representative of the applicant to WCSF@mcw.edu. If a previously submitted application is withdrawn prior to the application submission due date and time, the applicant may submit another application on or before the RFA due date and time.

Full Application Requirements

The application contains the following sections. All sections are required. Failure to completely address all questions may result in disqualification of the application. The details of each section are listed below.

Section 1	Organization Information
Section 2	Narrative
Section 3	Budget
Section 4	Purchase & Implementation Plan
Section 5	Reporting
Section 6	Attestations & Certifications

Section 1: Organization information

1a. Organization

- Organization Legal Name
- Doing Business as (Optional)
- Organization Street Address
- City/Town/Village
- County
- Zip Code
- Website (If Applicable)

1b. Individual Authorized to Complete and Submit this Application

- First Name
- Last Name
- Title
- Agency Affiliation (If different from above)
- Phone Number
- Email address

1c. Type of Agency

Please select the category that best describes your agency:

- City/Town/Village Government/Agency
- County Government/Agency
- School District/Agency
- Nonprofit with a current 501(c)(3) status with the IRS
- Native American Tribal Organization

1d. Project Location City:

1e. Project Location County:

Section 2: Project Narrative

This section helps us understand the purpose and impact of your purchase request (project). You'll describe how it aligns with your violence prevention efforts, addresses community safety needs, and benefits the priority population you serve.

Your responses will be scored, so please provide thoughtful and complete answers.

2a. Describe your organization's mission and program and how it relates to addressing violence as a public health issue and enhancing community safety. (1000 characters max)

2b. Community Safety Initiative (Select all that apply)

- Firearm Violence
- Sexual and Gender-Based Violence
- Intimate Partner Violence
- Child Abuse and Neglect
- Adverse Childhood Experiences
- Suicide

2c. Is this request part of a larger effort to prevent violence? If yes, briefly describe how this funding fits into your organization's larger efforts. (1000 characters max)

- Yes
- No

2d. Describe your funding request and how it will address a specific need in the community related to violence as a public health issue. *(Explain why this item/service is necessary and how it will serve the community. Describe any community partners or data sources that helped identify this need.)* (1000 characters max)

2e. Describe what you hope to accomplish if awarded this funding. How would you define success? *(Describe the intended outcome of this purchase and how it will support violence prevention efforts. Consider how it will remove barriers, increase protective factors, or enhance community safety)* (1000 characters max)

Section 3: Budget

A formal budget is not required at the time of application. However, if selected, MCW may request one based on the type of request.

3a. Type of Request (Select all that apply)

- Equipment (Over \$5,000 for a Single Item) (e.g., vehicles)
- Supplies (e.g., program materials, food for events, small equipment/electronics under \$5,000)
- Advertising & Promotion (e.g., public awareness campaigns, digital ads)
- Consulting & Contractual (e.g., speaker fees, facilitator costs, external training providers)
- Travel (e.g., transportation for participants, lodging, mileage reimbursement, travel to conferences)
- Other (Please specify: _____)

3b. Explain how the requested funds will be used and provide a breakdown of costs. (1000 characters max)

3c. Total amount requested (max \$75,000)

- Total estimated cost: \$_____

3d. Upload any supporting documents for the item(s) to be purchased (optional, not required).

Section 4: Purchase and Implementation Plan

4a. If awarded, when do you expect to complete this purchase (must be purchased by March 31, 2026)?

MM/DD/YYYY

4b. MCW will determine whether the award is processed as a direct purchase or a subrecipient agreement on a case-by-case basis, depending on the item(s) requested.

If MCW determines this award will be issued as a subrecipient agreement, your organization must have the financial capacity to purchase the approved item(s) upfront. MCW will reimburse your organization after receiving proper documentation of the expense. If MCW determines this award will be issued as a direct purchase, MCW will procure the approved item(s) on your behalf.

Does your organization have the funds available to make the purchase upfront if this award is issued as a subrecipient agreement?

- Yes
- No

4c. Who will be responsible for overseeing this purchase and ensuring proper financial oversight? *(List the name, title, and role of the individual(s) responsible for procurement, financial documentation, and grant compliance -500 characters max.)*

Section 5: Reporting

Subrecipients will be required to submit program and financial reports detailing the use of funds and progress toward desired outcomes and impact.

5a. How will your organization track the use of funds and impact of this purchase on community safety? *(1000 characters max)*

Section 6: Attestations & Certifications

In accordance with applicable provisions of the American Rescue Plan Act of 2021 and Equitable Recovery Grant Announcement provisions, eligible applicants must certify the following:

Provision	YES	NO
The applicant is a Municipal, Tribal, County, Governmental entity or school district or Nonprofit/nongovernmental organization with current 501(c)3 tax-exempt status registered with the Wisconsin Department of Financial Institutions with one of the following statuses as of the RFA deadline date: “in good standing”, restored to good standing”, “incorporated/qualified/registered”, “organized”, or “registered.”		
The applicant conducts operations in Wisconsin, has an administrative presence in Wisconsin, and has been in operation since at least January 1, 2019.		
The applicant will provide service to individuals living or working in Qualified Census Tracts or communities disproportionately impacted by the COVID-19 pandemic.		
The organization has exercised reasonable care and made all reasonable efforts to obtain and submit accurate information.		
The organization will maintain for at least five years records sufficient to demonstrate that the expenses were compliant with applicable American Rescue Plan Act provisions.		

Applicant Organization Authorization to Submit Application

By completing the box below, the listed agency representative certifies that they have the authority to make the attestations on the previous page and the legal authorization to agree to them on behalf of the organization. This also affirms that, to the best of their knowledge and belief, all information provided in the Wisconsin Community Safety Fund Microgrant Program Application, including all attestations, is true, accurate, and complete.

- Full Name
- Date
- Title
- Phone
- Email