

Expanding Campus Partnerships Grant Request for Proposals (RFP)**Release Date: March 13, 2024****Submission Date: April 19, 2024 at 12:00 p.m.****Program Purpose**

A single act of sexual violence is one too many. Ohio seeks to strengthen its ability to better respond to, and ultimately prevent, sexual assault on the state's college campuses. The Ohio Department of Higher Education ("ODHE"), per Section 381.230 of Amended Substitute House Bill 33 of the 135th General Assembly, was charged with developing model best practices for preventing and responding to campus sexual violence on campus. As a result, ODHE released the "Changing Campus Culture: Preventing & Responding to Campus Sexual Violence" report and recommendations, which can be found here: <https://highered.ohio.gov/initiatives/campus-initiatives/changing-campus-culture/ccr-report-sa/ccr-report>.

Through the *Expanding Campus Partnerships Grant Program*, ODHE seeks to implement and/or strengthen one of the following:

- Community-level prevention programs and activities which link sexual violence prevention initiatives with other campus prevention initiatives, or
- Cross-training and collaboration across campus partners charged with responding to sexual violence and other forms of violent behavior (ex. hazing).

Specifically, through the *Expanding Campus Partnerships Grant Program*, ODHE seeks proposals from colleges and universities to strengthen and/or build partnerships between campus offices, groups, and/or departments focused on creating safer campus environments. Institutions are highly encouraged to also include community partners in their project proposal and teams.

I. Eligible Applicants

Eligible institutions include state institutions of higher education, as defined within the Ohio Revised Code in Section 3345.011, and private nonprofit institutions of higher education:

"State university" means a public institution of higher education that is a body politic and corporate. Each of the following institutions of higher education shall be recognized as a state university: University of Akron, Bowling Green State University, Central State University, University of Cincinnati, Cleveland State University, Kent State University, Miami University, Northeast Ohio Medical University, Ohio University, Ohio State University, Shawnee State University, University of Toledo, Wright State University, and Youngstown State University.

"State institution of higher education" means any state university or college as defined in division (A)(1) of section [3345.12](#) of the Revised Code, community college, state community college, university branch established under Chapter 3355. of the Revised Code, or technical college.

"Private nonprofit institutions of higher education" means a nonprofit institution in this state that has a certificate of authorization under Chapter 1713. of the Revised Code.

All institutions seeking funding through the *Expanding Campus Partnerships Grant Program* must be eligible to receive ODHE Changing Campus Culture scholarships and grants. To verify eligibility, the institution should contact Kerry Soller, ksoller@highered.ohio.gov, at ODHE.

II. Anticipated Awards

The total of all awards under the *Expanding Campus Partnerships Grant Program* will not exceed the total funding available. The Chancellor is not obligated to expend all funds set aside for this initiative and may request revisions to proposal budgets.

1. Total Award Funding Available: up to \$120,000.00
2. Maximum Base Award per Institution: \$10,000 per proposal

III. Eligible Expenses and Project Term

Institutions seeking funding through the *Expanding Campus Partnerships Grant Program* should submit proposals that identify prevention initiatives rooted in community-level prevention strategies as shared in the Prevention Pivots training series or cross-training and collaboration opportunities with other campus partners charged with responding to sexual violence and other forms of violent behavior (ex. Hazing). Funds should be used to engage strategies such as:

- Connecting violence prevention and/or response strategies with others working on initiatives related to alcohol and other drugs, hazing, wellbeing, or other similar initiatives on campus.
- Strategic planning retreats involving all campus and/or community partners to develop community-level prevention or response strategies associated with the grant proposal.
- Social-marketing strategies, supplies, and student engagement incentives for engaging campus community members.
- Planning/creating a peer educator network through a consistent and/or evidence-based student training in prevention and/or intervention initiatives.
- Other strategies or activities will be considered that are consistent with public-health and the themes covered in the Prevention Pivots series.

Funding cannot be used to pay for personnel costs, laptops, learning management systems, one-time featured speakers, books for a resource library, and/or software. Additionally, grant funds may not be used to cover the training cost for an individual or role on campus (ex. Title IX Investigator or similar). However, training for a train-the-trainer role with an evidence-based program is allowed.

Institutions who received funding from the Connecting Campus Prevention Efforts grant during late Spring 2023 should not request funds to support the same strategies or programs covered with those funds. Proposal can expand the work initiated with those funds, but proposals must detail how the *Expanding Campus Partnerships Grant Program* funds will build beyond the work already underway or completed.

Funds cannot be used to supplant work already approved by the Ohio Department of Higher Education through the Mental Health Support Initiative.

Expanding Campus Partnerships Grant Program proposals that are awarded funds through this RFP will have through May 1, 2025, to complete the scope of work for the program, beginning when an agreement is executed between the Department of Higher Education and the institution. Planning must commence no later than June 30, 2024.

A final program and expense report will be due from the institution 30 days after the end of the expenditure period. An interim report detailing progress on specific components of the proposed initiative, including milestones achieved, expenses, and evaluations will need to be submitted by the end of December 2024. Additional information will be set forth in the grant agreement. Reports should be sent to Kerry Soller, ksoller@highered.ohio.gov.

IV. Proposals Review Process and Timeline

The schedule below may be revised by the Chancellor, at the discretion of the Chancellor Any changes will be communicated to applicants.

Request for Proposals Released	March 13, 2024
Proposal Questions from Interested Parties	March 13 – March 22, 2024
Proposals Due by 12:00 p.m.	April 19, 2024
Proposal Review Period	April 22 – May 3, 2024
Notification of Awarded Proposals	May 10, 2024

The Chancellor will provide information to interested parties and provide assistance to potential applicants by responding to questions submitted via e-mail to: ksoller@highered.ohio.gov by the deadline.

Questions must be submitted by March 22, 2024, to ensure an answer by March 29, 2024. Responses will be posted at <https://highered.ohio.gov/educators/grant-resources>

The Chancellor's staff will initially screen proposals for completeness and eligibility. Any deficiencies must be addressed by the applicant within a time period set by the Chancellor's staff. While all properly submitted proposals will receive consideration, submission of a complete proposal does not guarantee funding.

Upon applicant approval, the Chancellor will provide an award notification letter to the institution, which will include the total awarded amount. ODHE and the applicant will enter into an agreement prior to funding being disbursed.

V. Proposal Submission

Applicants are responsible for submissions of proposals within the time period set by the Chancellor. Proposals must include the address for the institution where funds awarded may be sent. This address needs to be registered in the Ohio Pays system. Proposals must be received no later than 12:00 p.m. on April 19, 2024, and must be submitted in the following manner:

One electronic PDF file that includes: the cover letter, executive summary, project narrative, and the budget narrative and budget using the provided spreadsheet template, emailed to Kerry Soller at ksoller@highered.ohio.gov

All information submitted in response to this RFP is public information unless a statutory exception exists that exempts it from public release under the Ohio Public Records Act in Section 149.43 of the Ohio Revised Code.

VI. Proposal Requirements

A. Format

Proposals must be submitted in Arial Font, 11 point and double-spaced; there is an exception for tables and images, where the font may be single spaced. Please see below for page allocations and directions for each section of the proposal.

- 1. Cover Letter (one page maximum):** Title of project; identify the primary institutional contact by name, title, address, phone number, and email address.
- 2. Executive Summary (two pages maximum):** Provide a description of the prevention or response initiative to be supported by the grant funds, including campus and/or community partnerships that will play a key role. The specific office(s) the grantee will be seeking to partner with should be clearly identifiable in the proposal.
- 3. Project Narrative (ten pages maximum):** The project narrative should address the Proposal Criteria in order (see Section C).
- 4. Budget and Budget Narrative (two pages maximum):** In the provided Excel spreadsheet, the budget and budget narrative will document:
 - a. Itemized costs for the grant
 - b. The underlying assumption for each cost (i.e., base cost of the item or service, how it ties to the overall outcomes associated with the proposal, and number of persons involved/served, etc.)
 - c. Any matching funds that will be leveraged, clearly labeled.

B. Scoring Rubric

Each proposal will be assessed according to the proposal criteria:

- Project Design 15 points
- Project Rationale 30 points
- Project Plan 20 points
- Budget & Budget Narrative 10 points

C. Proposal Criteria

Project Narratives are required to address the following:

- 1. Project Design:** Broad description of the proposed community-level prevention or response strategies to be supported through the awarded grant funds.
 - a. This section should include an overview of the proposed community-level prevention or response strategies, why the proposed activities have been identified (using supportive data where possible) and how it ties to the current/developing prevention or response efforts at the institution related to gender-based violence efforts.
 - b. Identify the campus partners who will be involved in the proposed project who are also working on prevention efforts or response to sexual violence and/or other violent behaviors on campus. Proposals must clearly identify the collaborative partnerships the grant funds will seek to strengthen and support.

2. *Project Rationale*: Detailed description, including:
 - a. Description of current or past prevention or response strategies and how the proposal will assist the institution in building partnerships across campus to implement sustainable, community-level prevention or response strategies for the future.
 - b. Rationale that explains how the proposed strategies were identified including any data or supportive documentation.
 - c. Please detail the campus partner(s) identified for the efforts under this proposal and how the entities envision the outcomes of the proposal to be mutually beneficial in their efforts to better respond to or prevent sexual violence and other forms of violent behavior, and/or promote wellbeing. If including community partners, please also include their role in the implementation of the proposed program or activity.
 - d. If specific communities on your campus have been identified to be the focus of the proposal, please provide a rationale for why the communities were chosen and a description of the current engagement efforts and relationship standing with the identified community.
 - e. A description as to how the proposal will be evaluated for effectiveness.
3. *Project Plan*: This section will provide a clear description and timeline for activities to be undertaken.
 - a. Outline the roles and responsibilities of key partners.
 - b. Shared goals and outcomes established by the campus partners to guide the work to be completed with the grant funding.
 - c. Timeline for milestones and planned activities for the proposed project including a detailed narrative with key partners and intended activities for each milestone listed. Please also indicate if it is anticipated that the milestone will use grant funds to achieve.
 - d. Provide the name, email, and phone number for the administrative lead for the project. This individual must be an employee of the college/university receiving the funds and can be the same person as the primary contact listed on the cover page.

D. Budget Narrative

1. The amounts for each budget line activity must be documented and justified in the budget narrative and summarized within the provided Excel workbook.
2. The narrative should include an estimate as to the timing of expenditures in relation to the project plan.
3. Costs should fall within comparative industry standards.

VII. Legal Notices

The applicant understands that if its application is accepted by the State, the applicant shall enter into an agreement with the State governing the use of the awarded funds. The applicant agrees to comply with all applicable federal, state, and local laws and regulations in the conduct of the work hereunder.

The State reserves the right to fund any application in full or in part, to request additional information to assist in the review process, to require new applications from interested parties, to reject any or all applications responding to this announcement, or to reissue the announcement if it is determined that it is in the best interest of the State of Ohio. Issuing this announcement does not bind the State to making any awards. The State reserves the right to adjust the dates for this announcement for whatever reasons are deemed appropriate. The State reserves the right to waive any non-substantive infractions made by an applicant, provided that the applicant cures such infraction upon request.

All costs incurred in preparation of an application shall be borne by the applicant. Application preparation costs are not recoverable under an award. The State of Ohio shall not contribute in any way to recovering the costs of application preparation.

The funding decisions are final. Applicants will be notified of the outcome of their application(s) at the conclusion of the review process.

The applicant understands that the information provided herein is intended solely to assist the applicant in submittal preparation. To the best of the State's knowledge, the information provided is accurate. However, the State does not warrant such accuracy, and any errors or omissions subsequently determined will not be construed as a basis for invalidating this solicitation. Interested parties bear the sole responsibility of obtaining the necessary information to submit a qualifying application. The State retains the right to modify or withdraw this solicitation at any time. By submitting an application, applicants expressly agree to these terms.

VIII. Trade Secrets

All Applicants are strongly discouraged from including in a proposal any information that the Applicant considers to be a "trade secret," as that term is defined in Section 1333.61(D) of the Ohio Revised Code.

1. To determine what qualifies as trade secret information, refer to the definition of "trade secret" in the Ohio Revised Code at 1333.61(D), which is reproduced below for reference:

"(D) 'Trade Secret' means information, including the whole or any portion or phase of any scientific or technical information, design, process, procedure, formula, pattern, compilation, program, device, method, technique or improvement, or any business information or plans, financial information, or listing of names, addresses, or telephone numbers that satisfies both of the following:

- (1) It derives independent economic value, actual or potential, from not being generally known to, and not being readily ascertainable by proper means by, other persons who can obtain economic value from its disclosure or use.
- (2) It is the subject of efforts that are reasonable under the circumstances to maintain its secrecy."

2. If any information in the proposal is to be treated as a trade secret, the proposal must:
 - a. Identify each and every occurrence of the information within the proposal with an asterisk before and after each line containing trade secret information and underline the trade secret information itself;
 - b. Identify that the proposal contains trade secret information in the cover letter; and
 - c. Include a summary page immediately after the cover letter that lists each page in the proposal that includes trade secret information and the number of occurrences of trade secret information on that page.
3. The Ohio Department of Higher Education requires non-disclosure agreements from all non-Department of Higher Education persons who may have access to proposals containing trade secret information, including evaluators.
4. If the Applicant claims that a record is not subject to disclosure under the Ohio Public Records law based on trade secret, it will bear costs of defending this claim.