



## **SFY 2026 Securing Communities Against Hate Crimes (SCAHC)**

### **Request For Applications –**

### **Questions and Answers**

**Posted Thursday, June 4, 2026**

The following questions were sent via email to DCJS through Wednesday, May 6, 2026. Some language has been edited for grammar, clarity and to consolidate similar questions. Please read all questions and responses thoroughly.

#### **A. General Questions**

1. **Question:** Does an organization have to be prequalified at the time the application is submitted, or also through the application deadline of July 8?

**Answer:** Organizations must be prequalified at the time of application submission.

2. **Question:** From what date is the one-year window measured? The RFA release date (April 15, 2026), the application submission date (July 8, 2026), the anticipated contract start date (January 1, 2027), or another reference point?

**Answer:** It is unclear what one-year window this question is referring to. If this is referring to the vulnerability assessment, it must have been completed within one year of the release of this RFA.

3. **Question:** For a religious organization, would accepting this grant affect our ability to maintain religious hiring standards, doctrinal standards, membership expectations, pastoral care practices, or religious programming.



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**Answer:** Successful applicants should carefully review all prequalification requirements, grant requirements as well as the terms of the grant contract to determine if the requirements would impact them in any of these areas. All grant recipients must comply with all applicable Federal, State, and local laws and regulations.

4. **Question:** When entering the project dates in the portal, should the start date be January 1, 2027 and the end date December 31, 2028?

**Answer:** Yes, those are the correct project start and end dates.

5. **Question:** Would you consider an application stronger if it proposes only one security project for a lesser amount? Or might a proposal with multiple security goals for a higher monetary request be considered just as competitive?

**Answer:** Please refer to the RFA Section VI. Evaluation and Selection of Applications for details about how applications are evaluated. In general, applications are not scored on the number of projects or dollar amount requested. The number of proposed projects and/or dollar amount requested are only considered in relation to how well the applicant has detailed the proposed project, justified the requested items, and the connection between the proposed project when compared to identified threats and vulnerabilities.

6. **Question:** Please confirm that no documentation needs to be uploaded with the application as proof of SFS prequalification, and that DCJS will verify prequalification directly within SFS.

**Answer:** SFS prequalification will be confirmed by DCJS staff directly within SFS; applicants are not required to upload any documentation of SFS prequalification as part of the application in GMS.

7. **Question:** Must a school become prequalified in SFS in order to apply for the SCAHC grant?



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**Answer:** Yes, all applicants must be prequalified in SFS to be eligible to apply for this grant.

8. **Question:** The RFA requires pre-qualification in the New York Statewide Financial System (SFS) prior to application submission. Does a nonprofit incorporated outside New York State face any barriers to SFS registration, and given the current processing times, is there any guidance on starting this process in advance of the July 8 deadline?

**Answer:** For specific questions regarding SFS registration/prequalification for your organization, please contact the SFS Help Desk at (855) 233-8363 or at [Helpdesk@sfs.ny.gov](mailto:Helpdesk@sfs.ny.gov) or refer to the [Grants Management website](#). An organization must either be incorporated in the State of New York or have an [Application for Authority Foreign Business Corporation](#) with the Department of State. DCJS recommends starting the prequalification process as early as possible.

9. **Question:** I am applying for the new 2026 SCAHC grant and am wondering how non-profits can afford to front the full amount of \$250,000.00 before they are able to get reimbursed. Is there any way an organization can pay for a project and get reimbursed for that project before beginning another one, ensuring that the total amount of all the projects needed does not exceed the grant limit?

**Answer:** Award recipients can voucher on a quarterly basis for any work completed and paid for during each quarter. If an organization's proposal includes multiple projects, they can voucher for reimbursement for all or part of the project when that portion is completed and paid to the vendor.

10. **Question:** If applying for 2 facilities within one application, is it possible that one facility might be scored higher and awarded, and the other denied? Or is the application as a whole either awarded or denied?

**Answer:** The application is scored as a whole, but DCJS may issue an award for lower than the requested amount. Awards for reduced amounts can be based on ineligibility of



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projects/facilities/requested items, reasonableness of cost, availability of funding, and/or consideration of the best interests of the State.

11. **Question:** If an organization has not yet fully expended funds from a previous SCAHC grant due to ongoing procurement and budget finalization, will this impact the organization's 2026 application score or eligibility for a new award?

**Answer:** No, the status of spending on prior awards does not impact scoring or eligibility for this opportunity.

12. **Question:** If an organization has submitted an application for a Nonprofit Security Grant Program (NSGP) award that has not yet been decided, may the organization apply for the same project or expenses under this grant, given that the award status is unknown and the highest security risks need to be addressed?

**Answer:** There are no restrictions on applying for a project for which other funding has been requested but not yet awarded. Applicants should be aware, however, that funding cannot be used for any projects that have already been reimbursed (or will be reimbursed) through any other grant program. If funds are awarded, there is no guarantee that a modification will be allowed to change the project scope to use funds for a different project.

13. **Question:** Can you please share the most recent SCAHC application webinar/training?

**Answer:** There is no application webinar/training for this round of funding. All program specific information needed to apply can be found in the RFA and this Questions and Answers document.

14. **Question:** Our organization is planning to apply as a pass-through organization and had a few clarifying questions:



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- a. Pass-Through Documentation Requirements: If our organization applies on behalf of partner organizations or shared-use facilities, what are the required supporting documents for such cases?

**Answer:** Each organization must submit their own application. Grant consultants or other organizations may assist an applicant, but each organization is responsible for the application and any resulting grant contract. There is no mechanism for a “passthrough” application.

- b. How many organizations can we include and apply for as a passthrough at one time for the SCAHC grant? If multiple, does each organization need to have separate application or can they all be included in one application?

**Answer:** Each organization must submit their own application.

- c. We also want to know if we can apply for multiple organizations/houses of worship in one application.

**Answer:** Each organization can submit one application for up to \$250,000. The application can include projects at multiple facilities if those facilities are under the organization’s legal control, but an application cannot include projects for multiple organizations.

- d. Do partner organizations (on whose behalf we may apply) need to meet any specific requirements, such as having their own SFS registration or pre-qualification if we will be their passthrough?

**Answer:** There is no mechanism for a passthrough application. Each organization must submit and is responsible for their own application and any subsequent grant contract.

15. **Question:** Does the application require a DUNS number or a UEI?

**Answer:** No, neither a DUNS or UEI number are required. This project is entirely state funded.



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16. **Question:** If funding is granted, will acceptance of the funds impose any restrictions on the use or potential sale of the facility? For example, are there any conditions that would prevent us from selling the building within a certain number of years?

**Answer:** The State's [Master Grant Contract](#) contains provisions as to the rights the State reserves in this scenario.

### **B. Procurement Requirements/ Vendor Selection**

17. **Question:** On page 6 the RFA notes that procurement of items up to \$5,000 is up to the organization's discretion but that MWBE goals will apply. For such purchases, must the organization use an MWBE vendor or are there circumstances that can allow for the organization to utilize a non-MWBE vendor?

**Answer:** The procurement thresholds listed on page 6 refer to the way in which vendors are identified and selected and are a separate consideration from the MWBE requirement. For purchases of \$5,000 or less, organizations have the discretion to select a vendor without obtaining quotes or using a competitive bid process, but that purchase would still be included in the calculation of the discretionary budget and subsequent MWBE goal amount unless there is a reason for exemption or exclusion. MWBE goals are applied to the entire discretionary budget amount rather than to individual budget lines, so the organization would not be required to use an MWBE vendor for that specific purchase as long as the overall MWBE goal is met with other purchases resulting from the grant contract.

18. **Question:** A) If an organization applies for the maximum request of \$250,000 and the project is divided into ten \$25,000 purchases, is it correct that a competitive bidding process would not be required?



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B) If there is one purchase that is above \$50,000 then is a competitive bidding process required only for that individual purchase or is it required for the entire grant award of \$250,000?

**Answer:** A) If the ten \$25,000 purchases are truly separate purchases, a competitive bidding process would not be required. It is recommended, but not required, that quotes be solicited via an advertisement or soliciting a large group of vendors to demonstrate appropriate market rate.

Note: the purchase threshold refers to the aggregate amount of a purchase of an item/service or similar items/services, so if you intend to use the same vendor for multiple \$25,000 purchases of the same/similar items or services, the aggregate total of those purchases would apply and a competitive bidding process would be required.

B) The required procurement method is determined based on the amount of the purchase so in this example only the \$50,000 purchase would require a competitive bidding process. (See note above regarding aggregate purchase amount to ensure the purchases are truly separate).

19. **Question:** Please define what a fair solicitation is as written on page 6.

**Answer:** An open and fair solicitation includes, at minimum, public advertisement of the opportunity sufficient to provide any interested vendors the opportunity to apply; with all information provided equally to all interested parties; reasonable deadlines for interested parties; a methodology for evaluating bids that is consistently applied to all applicants; a recorded justification for the selected bid; and maintenance of a record of the process for audit purposes.

20. **Question:** Please define, as written on page 6, what a reasonable deadline for interested applicants is in regard to the competitive bidding procurement process.

**Answer:** The reasonable deadline will vary depending on the complexity of the project, amount/detail of information required of applicants, etc. Organizations should assess whether the established deadline reasonably allows any interested applicants to see the opportunity and



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provide a comprehensive bid/response, and be able to articulate why they believe the deadline to be reasonable if questioned.

21. **Question:** For the competitive procurement process:

- a. What is the definition of a 'reasonable deadline'? Can an organization decide that one week is reasonable?

**Answer:** The reasonable deadline will vary depending on the complexity of the project, amount/detail of information required of applicants, etc. Organizations should assess whether the established deadline reasonably allows any interested applicants to see the opportunity and provide a comprehensive bid/response, and be able to articulate why they believe the deadline to be reasonable if questioned.

- b. Regarding this requirement: "Information provided equally to all interested parties." does a site walk-through suffice where potential vendors are shown the exact same equipment to be hardened?

**Answer:** All interested parties must have the same access to any information about the project/bidding process. If a site walk-through is offered/provided to one vendor, it should be available to all potential vendors. If a vendor requests details or more specific information, that information should be provided to all interested parties.

- c. If an organization placed an ad and the ad deadline passed without sufficient bids, what would the process be to extend the ad period? Along these lines, can an organization include wording in their ad that reserves the right to get additional bids past the bid deadline, so long as the evaluation of the bids didn't take place yet?

**Answer:** To extend the ad period, the organization can simply re-issue the add highlighting the new deadline. The organization may also choose to expand where/how the ad is placed to capture more potential applicants. If the bids received by the deadline



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are insufficient it is recommended that ad be reissued (or a new add issued) with a new deadline to ensure all interested parties have the same opportunity to see the information and apply.

- d. If an organization extends the ad period, can that extension be only a few days, with sufficient time for the organization to just collect the missing bids?

**Answer:** It is up to the organization to determine if the extended deadline is reasonable to allow any interested parties the opportunity to see the ad and submit a bid.

- e. Is there a minimum number of bids that must be solicited when following the procurement process? If only one bid comes in during the bidding period, and no other vendors showed interest in the projects, is that sufficient?

**Answer:** There is no specific minimum number of bids required for a competitive bid process. If the organization has placed a fair, publicly advertised bid that allowed sufficient notice and time to allow any interested parties to apply, one bid may be sufficient. However, organizations should strongly consider whether the bid received meets their needs, contains reasonable costs, and represents the best value in the use of grant funds. Applicants must be prepared to justify the reasonableness of cost of all proposed items.

22. **Question:** Are the various thresholds determining what level of procurement is necessary (\$5,000, \$25,000 etc.) determined by the total award amount or the total cost of the specific project category or the total cost of a project's specific unit?

**Answer:** The procurement thresholds are determined by the cumulative value of a particular purchase. If an organization intends to use a single vendor for their entire project, the threshold would apply to the total award amount even if there are different project categories included in the project. If the organization intends to purchase different project categories, or specific items,



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from different vendors, the threshold would apply to the amount of the project category or the cumulative value of the specific items to be purchased from a vendor.

23. **Question:** I see that advertising and bidding is required as part of the procurement process for all items over \$10,000. If our proposed budget for an item is lower than \$10,000, and as a result we don't advertise, however, upon reviewing the bids we see that the actual cost for the item is above \$10,000, must we restart the procurement process to advertise and bid for the item or can we select a vendor from the existing pool of bids received and still modify the cost allocated to the item to accommodate the unexpected increased cost?

**Answer:** For this RFA, a competitive bid process is only required for purchases over \$50,000. Purchases of between \$5,000 and \$50,000 require at least three written quotes, although DCJS recommends (but does not require) a competitive bid process for purchases between \$25,000 and \$50,000. In all cases, if it becomes apparent upon receiving bids/quotes that a purchase will exceed the original procurement threshold, the organization should use the procurement method required for the higher amount. For example, if an item is budgeted at \$40,000 but the quotes received suggest it will cost over \$50,000, the organization should then proceed with a competitive bid process.

24. **Question:** If when beginning procurement an item's budget is less than \$50,000, and procurement proves that \$50,000 is not sufficient which leads to a budget modification and a higher budget, would the organization need to place an ad retroactively? Does procurement need to be done again, now that the budget went above the \$50,000 threshold? Please explain.

**Answer:** Yes, if it becomes apparent prior to selecting a vendor that the purchase will exceed the procurement threshold, a competitive bid process would be required.

25. **Question:** Suppose an organization is awarded lighting that requires approved upgrade of infrastructure and the only source to upgrade the infrastructure is the local electrical company. The actual lighting vendor would be procured but the electrical upgrade can only be this sole



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source electrical company. What would the process be to be fully reimbursed for the separate sole source cost? Can an organization request reimbursement for a single budget item (lighting), with costs from two different vendors (sole source electrical company and procured lighting vendor), as in this case?

**Answer:** The organization would submit a sole/single source request only for the portion of the project where sole/single source is justified. The organization can voucher for multiple vendors for the same budget line as long as the costs fit within the description of that budget line. All single source requests must be approved by DCJS prior to any work being completed.

26. **Question:** When our organization submits an application for the Securing Communities Against Hate Crimes, do we need to have three quotes to submit? Or are the three quotes required if we are awarded the grant and before moving forward with our projects?

**Answer:** Quotes and/or competitive bids are not required at the time of application submission. Post-award, grant recipients must follow the procurement requirements in order to select vendors to complete their project(s) and maintain a record of the procurement in accordance with the New York State Contract for Grants. **Applicants must describe their anticipated procurement process in response to RFA Question #13**

27. **Question:** What are the thresholds for competitive bidding according to total costs, such as under \$5,000, under \$10,000, under or greater than \$50,000?

**Answer:** As outlined in the RFA, purchases under \$5,000 can be made at the organization's discretion. Purchases between \$5,000 and \$50,000 require at least three written quotes (DCJS recommends but does not require a competitive bid process for purchases over \$25,000). Purchases over \$50,000 require a competitive bid process.



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28. **Question:** Are organizations limited to using contractors from the list of approved vendors or does the contract selection go by a sealed bid where one places an ad in a local paper and receives proposals from local vendors?

**Answer:** Organizations are not limited to a list of approved vendors. Please refer to Section II. Procurement Requirement-Guidelines-Vendor Selection for specific requirements, thresholds and guidelines.

29. **Question:** Could you please clarify which specific licenses are required for vendors?

“Please note that any and all vendors or subcontractors must have all necessary licenses, approvals, and certifications currently required by the laws of any applicable local, state, or federal government to perform the services or work, as applicable.” How is an organization expected to confirm this?

**Answer:** Required licenses, approvals, and certifications will vary depending on the locality and/or type of work to be performed. It is the grant recipient’s responsibility to ensure that any vendors selected have any required licenses, approvals and certifications. Organizations are expected to perform due diligence to identify requirements and ensure compliance.

30. **Question:** Please confirm that for any individual budget item between \$5,000 and \$50,000, an organization does not need to place an ad in a newspaper. So if the total of the project is \$250,000, and is divided into 5 separate budget items of \$50,000 each, then an ad is not necessary to place at all? Please confirm.

**Answer:** The procurement thresholds are based on the amount of a purchase. In this example, if each \$50,000 project represents a separate purchase/vendor, then a competitive bid process would not be required (although DCJS recommends a bid process for purchases over \$25,000). If a single vendor will be performing more than one of the \$50,000 projects, the purchase amount would be over \$50,000 and would require a competitive bid process. Proposed procurements will



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be reviewed during the contract development process and may be reviewed or audited prior to voucher payment to ensure compliance.

31. **Question:** If a vendor was used previously and is familiar with the organization's systems, is that sufficient justification for using a single source?

**Answer:** No. Familiarity is not sufficient to justify a single-source exemption. Single-source exemptions require substantial justification detailing why it is not possible/feasible to solicit other bids or select another vendor and must also include demonstration of the reasonableness of cost of the selected vendor's quote.

32. **Question:** Regarding the 30% MWBE goal:

a. What is a sufficient number of MWBEs to reach out to, to show good faith effort to fill the MWBE goal?

**Answer:** Organizations should make every effort to identify and utilize MWBE vendors where possible to meet the 30% spending goal. Grantees should utilize the MWBE directory to identify vendors that can potentially provide the required goods/services. The number of vendors that should be contacted will depend on the procurement method and results. If a competitive bid process is used, the opportunity should be publicly advertised and can be provided to all potential MWBE vendors. If soliciting quotes, grantees should reach out to as many of the identified vendors as needed to secure a quote that can be selected. If all potential vendors are contacted and no acceptable quotes/bids are received, grantees should document those efforts and indicate that no MWBE vendors are available.

b. If one did a search in the MWBE directory site and 70 vendors came up, how many of those would we be expected to contact to meet the requirements?



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**Answer:** Please see the response to the previous part of this question (a.) above.

- c. Is there a particular method that one needs to reach out? Can calling MWBEs and recording the calls on a written log, be sufficient?

**Answer:** Grantees can choose how to contact MWBE vendors but should be sure that all efforts are sufficiently documented to demonstrate that all reasonable efforts were made to include MWBE vendors. While not required, grantees may prefer to have e-mail responses from vendors as that would provide written documentation of contact with the vendor and the vendor's response.

- d. What if no MWBE answers the calls or responds to the emails?

**Answer:** If a grantee has made all reasonable efforts to identify and contact MWBE vendors and has not received an acceptable quote/bid, the grantee should indicate that there was no MWBE available and those efforts should be documented and provided upon request.

- e. If an MWBE bid comes out higher than the budget and higher than other bidders, is one obligated to hire the MWBE vendor?

**Answer:** In order to satisfy the 30% MWBE spending goal, a grantee may have to select an MWBE vendor even if the bid is higher than other bidders. If no MWBE vendor is able to complete the project within the grant budget, or if the price discrepancy is significant enough to hinder the ability to complete the project, that should be documented and clearly communicated to your Public Safety Grants Representative, who will advise as to how to proceed.

- f. If one was not successful in hiring a MWBE vendor, what would the process be for this requirement to be waived?



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**Answer:** If, after making all reasonable efforts to identify and select an MWBE vendor, it is determined that there are no MWBE vendors available to provide a good/service, the item can be excluded from the discretionary budget and “No MWBE Available” cited as the reason. If approved, the amount of the item would then not be subject to the 30% spending goal.

33. **Question:** Are applicants required to upload formal vendor estimates as part of the application, or are preliminary/internal cost estimates sufficient? Are actual quotes required to be attached, or are estimates enough?

**Answer:** Vendor quotes are not required at the time of application but may be helpful in determining that proposed project(s), budget, and individual costs are reasonable and reflect an accurate estimate of actual spending.

34. **Question:** If a vendor provides an estimate during the application phase, are they permitted to participate in the competitive bidding process for the project if funding is awarded?

**Answer:** Yes, vendors who provide estimates for the application are permitted to submit bids for any subsequent competitive bidding process.

### **C. Funding, Applicant Eligibility and Contract Term**

35. **Question:** Regarding the 2026 Securing Communities Against Hate Crimes (SCAHC) Grant Program, how many applications should an organization submit if they have more than one facility where they want to enhance security?

There is conflicting information in the RFA because on page 7 it states that “Applications will be accepted for up to \$250,000 per organization...each organization may submit ONE application”, but on page 9 it states applicants must submit a completed application and vulnerability



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assessment for each facility.” Could you please clarify how many applications should be sent by an organization if they want to enhance security at more than one of their facilities?

**Answer:** Each organization may submit ONE application for up to \$250,000. The application can contain projects at more than one facility and if so, must include separate vulnerability assessments for each facility included in the one application.

36. **Question:** If an organization wants to enhance security at more than one of their facilities, are they able to split up the \$250,000 between the different facilities as they see fit or are there restrictions as to how much of the \$250,000 total each facility can use?

**Answer:** There are no restrictions on how the \$250,000 can be distributed to multiple facilities within an organization. Applicants should make that determination based on the organization’s needs and the impact, efficiency, and reasonableness of cost of the proposed projects.

37. **Question:** If an organization has two different addresses on our campus, can we include both buildings in our application?

**Answer:** Yes, the organization can submit ONE application for up to \$250,000 to include projects at multiple facilities. A separate vulnerability assessment is required for each facility included in the application.

38. **Question:** Is there a maximum number of sites (facilities) each organization can apply for funding for?

**Answer:** An organization can submit ONE application for up to a total of \$250,000 for projects at multiple facilities. There is no limit to the number of facilities that can be included in the application, but a separate vulnerability assessment is required for each facility.



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39. **Question:** At-Risk Documentation: Does the at-risk determination need to be supported by documentation, and if so, what forms of documentation are appropriate (e.g., police reports, incident records, media coverage)?

**Answer:** Evaluation of the organization's eligibility to apply as an organization at risk of hate crime will be based on the organization's response to RFA questions 1-4. Supporting documentation, although not required, may provide additional detail to support a determination that an organization is at risk and may also provide evidence that will be considered when scoring other RFA questions related to risk/threats to the facility.

40. **Question:** Are houses of worship eligible to apply for this specific SCAHC opportunity?

**Answer:** Yes, houses of worship are eligible to apply.

41. **Question:** Our non-profit 501c3 also operates a religious cemetery. It has many daily visitors and 3 mausoleums on site where visitors congregate. Is this an eligible site?

**Answer:** Yes, this is potentially an eligible facility. Final eligibility will be determined based on the criteria described in the RFA, including the description of the organization/facility's risk of hate crime.

42. **Question:** Would a childcare center be eligible for this grant?

**Answer:** Yes, a childcare center is eligible as long as they can demonstrate a risk of hate crime or attack based on the organization's ideology, mission, or beliefs and meets all other eligibility requirements.

43. **Question:** If there are two organizations in one building, located on separate floors — one a school and the other a synagogue — can each apply for its respective floor?



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**Answer:** If they are truly separate/distinct organizations, with separate tax/EIN numbers and SFS vendor ID numbers, each organization would be eligible to apply for the area they own/lease. Each organization would be responsible for ensuring compliance with any lease agreement and associated rules and regulations. There must not be any overlap between the two projects.

44. **Question:** Our organization is incorporated and headquartered in New Jersey, but has a physical New York office that it directly occupies. Are there any restrictions on applying on behalf of a New York facility when the organization is headquartered outside New York State?

**Answer:** The organization can apply for security enhancements at the facility located in New York. Please refer to the response to Question #8 above for requirements for out-of-state organizations. If applying for cybersecurity resources that would impact the entire organization, the applicant would only be eligible for a pro-rated portion of the project based on the portion of the organization that is located in New York. Grant funds cannot be used for enhancements or cybersecurity resources outside the state of New York.

45. **Question:** The RFA states that security enhancements must be for a facility the organization physically occupies, and references areas "adjacent to the facility." We own a parking lot that is not physically adjacent to our primary building (it's across the street from our building) but is owned by our nonprofit and used(events and parking) exclusively by our members and staff. Would security enhancements at this parking lot (e.g., lighting, fencing, cameras) be eligible under this grant, either as part of our primary facility application or as a separate project.

**Answer:** Yes, enhancements at a parking lot owned and used exclusively by the organization for members, staff, and event attendees would be eligible and can be included in the organization's application. **The parking lot must be included in the vulnerability assessment.**

46. **Question:** If a nonprofit organization formally filed with the Charities Bureau and received confirmation that we are an exempt organization, should we still attach the attestation?



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**Answer:** If the organization has filed with the Charities Bureau and was provided a charities registry number, that number should be provided on the Participant screen in GMS so the organization's status can be confirmed with the Charities Bureau. If the organization is exempt, but has not registered as such with the Charities Bureau, the organization should provide an attestation on letterhead affirming that the organization is exempt and citing the reason for the exemption.

47. **Question:** Are nonprofit schools also eligible to apply for this program, in addition to nonprofit organizations?

**Answer:** Yes, schools with nonprofit status are eligible to apply. Public schools are not eligible.

48. **Question:** Are all registered 501(c)(3) nonprofit organizations located in New York State eligible to apply for this grant program, assuming they meet the program requirements?

**Answer:** Yes, all registered 501(c)(3) nonprofit organizations with locations in New York State are eligible to apply assuming they meet program requirements. Eligibility to receive an award also requires that the organization demonstrate the risk of hate crime or attack based on the organization's ideology, beliefs, or mission.

49. **Question:** Does our organization's profile — a 501(c)(3) civil rights nonprofit serving a religious and ethnic minority community — qualify under the program's eligibility criteria?

**Answer:** As a 501(c)(3) nonprofit, this organization is eligible to apply (assuming compliance with other program requirements). To be considered to receive an award, the organization must also demonstrate that it is at risk of hate crime or attack due to the organization's ideology, beliefs, or mission.

50. **Question:** Can you confirm whether a national nonprofit incorporated in New Jersey but operating a facility in New York is required to register with the NYS Attorney General's



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Charities Bureau, or whether it may qualify for an exemption? If an exemption applies, is a signed attestation on organizational letterhead sufficient?

**Answer:** Most organizations that hold property of any kind for charitable purposes or engage in charitable activities in New York or solicit charitable contributions (including grants from foundations and government grants) in New York are required to register with the Office of the New York State Attorney General's Charities Bureau.

Under New York law, charity is defined very broadly to include purposes such as:

- education
- relief of poverty
- cultural programs
- promotion of health and research to cure disease
- many other purposes that benefit the community

Although most charitable organizations are required to register, the law exempts some, including religious organizations, from registering. Please contact the Charities Bureau to determine if your organization is exempt from registering.

If your organization is exempt from registering, a signed attestation on letterhead affirming the exemption and citing the reason for exemption is sufficient.

51. **Question:** Is this grant funded only through New York State capital funds, or would any federal civil-rights grant requirements also apply?

**Answer:** This opportunity is funded entirely through New York State Capital funds. Federal Special Conditions do not apply. Grantees are expected to comply with all New York State requirements.



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52. **Question:** Is there an allotted amount of awards expected for each county of NYS?

**Answer:** The final allocation of grant funds will be determined based on the criteria described in the RFA. Final decisions regarding the awarding of funds will not be made until all eligible applications have been evaluated and scored.

53. **Question:** Are grants from the Securing Communities Against Hate Crimes grant program federally funded and therefore, should be included in a Statement of Expenditures of Federal Awards that is submitted to the Federal Audit Clearinghouse?

**Answer:** No, the SCAHC grant program is not federally funded.

54. **Question:** Are the Civil Rights Compliance Certification Form and Civil Rights Training Certification required for this SCAHC grant, or are those only required for federally funded DCJS grants?

**Answer:** Those certifications are not required for this grant program.

55. **Question:** Can a big project be divided over 2 years grant funding?

**Answer:** This opportunity is for funding of up to \$250,000 with an initial expected contract period of 2 years. DCJS will consider whether this procurement will require any no-cost extensions at a later date. DCJS has traditionally allowed applications that build on or expand upon previously funded projects.

56. **Question:** It is my understanding from page 7 (section III, Part A) that an organization can only submit one application and that that application can cover multiple sites. Is that correct?



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**Answer:** Yes, each organization can submit one application for up to \$250,000. The application can contain multiple projects at a single site or projects at multiple sites as long as all sites are owned or leased by the organization.

57. **Question:** Our health system includes seven hospitals, but they all operate under a single tax ID. I wanted to confirm how many applications we would be eligible to submit, given this structure.

**Answer:** This organization would be eligible to submit one application for up to \$250,000. The application can contain projects at multiple facilities.

58. **Question:** May an organization include 2 or more addresses it occupies that require hardening in its application? Or must the enhancements be installed on a single specific address?

**Answer:** Yes, each organization can submit one application for up to \$250,000 and the application can include projects at multiple facilities.

59. **Question:** Since we have multiple buildings connected to the same network, can we install the necessary equipment across these locations to create a cohesive network that enhances our organization's cybersecurity? I understand that physical security improvements need to be implemented at the same address. However, cybersecurity measures generally focus on the main equipment located in the central office. Could you confirm whether multiple sites on the same network can be included? Which address should be used in the work plan in GMS, and which address should be in the assessment? Do we also need a physical assessment?

**Answer:** Each organization can submit one comprehensive application for up to \$250,000 for physical and/or cybersecurity enhancements at one or multiple facilities. The work plan should include any addresses where enhancements will occur. A separate vulnerability assessment is required for each facility where enhancements will occur, and cybersecurity projects also require a separate self-assessment of the organization's current cybersecurity capabilities and vulnerabilities.



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60. **Question:** My institution has numerous schools and campuses throughout the state. In other grants we were able to apply for 3 locations; each for the maximum possible award. The guidelines here sound like I can submit 1 application per organization, but that I can spread out the maximum award (\$250,000) over several campuses. Is that correct?

**Answer:** Each organization can submit only one application for up to \$250,000 per organization. The application can be for multiple projects at a single facility or projects at multiple facilities.

61. **Question:** My institution has several "sister schools" with different UEI#s. Are they still able to submit a separate application under their UEI# for \$250,000 even though I have submitting one for my UEI#?

**Answer:** The UEI# is not used for this grant program. To be considered distinct entities eligible for separate applications, organizations must have different EIN/tax ID numbers and separate Statewide Financial System (SFS) identification numbers.

62. **Question:** Can I apply for the new grant for a different location if I have an open contract on another site building?

**Answer:** Yes. Applicants with previously funded projects should be sure to clearly describe the nature and locations of any previous projects so evaluators can determine that the projects are separate and distinct.

63. **Question:** Our organization is currently in the process of acquiring a cemetery. The cemetery operates as a separate legal entity and is also registered as its own 501(c)(3) nonprofit organization. Since both organizations have distinct security needs, would each entity be eligible to submit a separate application for the SCAHC grant program, or would only one application be permitted?



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**Answer:** To be considered distinct entities eligible for separate applications, organizations must have different EIN/tax ID numbers and separate Statewide Financial System (SFS) identification numbers.

64. **Question:** If we are renting a place that previously received a hate crime grant from a different organization, are we still eligible to apply now? Can we request funding for the same equipment if it has worn out?

**Answer:** Yes, your organization would still be eligible to apply and could request funding for similar/the same items if they are outdated/no longer sufficient to secure the facility. Final determinations of expense eligibility will depend on the justification of the expense and its relation to the threats and vulnerabilities identified in the vulnerability assessment/cybersecurity assessment and in the RFA questions.

### **D. Project Description/Vulnerability Assessments/ Permissible Costs**

65. **Question:** Are contracted armed security permitted as a funding request for this particular grant? Can this funding be used to pay for a security service on contract? Such as a private security patrol for vulnerable days of the week?

The RFA states that funding cannot be used to fund personnel and fringe costs, including the hiring of security or safety personnel. Our organization is interested in contracting with an outside security vendor to provide on-site security guards. Would this still count as a personnel cost, and as such, would this expense be categorized as an unallowable cost?

**Answer:** Personnel costs, including the hiring or contracting of security or safety personnel are not permissible costs due to the funding source for this program.



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66. **Question:** I am requesting a determination regarding whether the following expense is allowable:

A backup generator to support the facility's security systems during a power outage. The generator would be used to maintain continuous operation of security-related infrastructure (access control, alarm systems, surveillance cameras, etc) and not for general building operations, convenience, or non-security purposes.

**Answer:** Any item not specifically listed under Non-Permissible Costs is potentially allowable. Final determinations of expense eligibility will depend on the justification of the expense and its relation to the threats and vulnerabilities identified in the vulnerability assessment/cybersecurity assessment and in the RFA questions.

67. **Question:** I am requesting a determination regarding whether the following expense is allowable:

A security booth/access control kiosk that would be used for visitor screening, monitoring, and controlled entry as part of the site's access control system. The proposed booth would serve a direct security function by supporting screening and management of access to the property. It is being proposed as part of the facility's physical security measures, not for general administrative use. Can you confirm whether this type of security booth/kiosk is an allowable expense, including where installation may be required for it to function as part of an access control system?

**Answer:** Any item not specifically listed under Non-Permissible Costs is potentially allowable. Final determinations of expense eligibility will depend on the justification of the expense and its relation to the threats and vulnerabilities identified in the vulnerability assessment/cybersecurity assessment and in the RFA questions.

68. **Question:** Is management and administration a permissible cost for the grants?

**Answer:** Indirect costs, organizational operating expenses or overhead costs of the organization applying for grant funds are not permissible. If a vendor providing installation/construction services to the applicant as part of the project includes project management or administration costs in their project estimate/invoice, those costs are permissible. However, separate project



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management, administrative or grant implementation costs for the applying organization are not allowable.

69. **Question:** If exact locations for equipment are not finalized at the time of application, is it acceptable to provide assumed locations with a note that final placement may vary based on winning vendor's recommendation?

**Answer:** Applicants can submit an application with expected locations for installation of equipment based on the vulnerability assessment and anticipated needs of the organization. The application should include photos of all areas where equipment is expected to be installed. Successful applicants must provide updated "before" photos during contract development/project implementation if there are any changes to the proposed location(s) of work. Approval for changing locations is not guaranteed.

70. **Question:** If we lease or use partner venues, what documentation would be required from landlords or venue partners before requesting funds for facility hardening, access control, cameras, lighting, or related security improvements?

**Answer:** DCJS does not require applicants to provide any specific documentation from landlords or venue partners. It is the responsibility of the applicant organization to ensure compliance with the lease agreement and any other associated requirements.

71. **Question:** Are there any special considerations that we need to be aware of if we apply for both physical and cyber security items?

**Answer:** Applicants applying for both physical security and cybersecurity items must provide vulnerability assessments for all facilities where work will be performed as well as a cybersecurity self-assessment. These applicants must also include both the Physical Security Standardized Work Plan and a Cyber Security Standardized Work Plan.



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72. **Question:** We are preparing an application for the Securing Communities Against Hate Crimes (SCAHC) program and would appreciate clarification on whether certain proposed site security improvements are eligible under the program guidelines.

Specifically, we are considering enhancements to our facility's outdoor waste storage area (dumpsters), which is currently located outside the building. At times, this area can become visually exposed and congested, creating a potential security vulnerability. We are concerned that unsecured waste areas may allow for unauthorized access and could potentially conceal suspicious or hazardous items. We are therefore exploring whether it would be allowable under SCAHC to construct a secure dumpster enclosure to properly contain the area, restrict access, and reduce visibility from the public right-of-way, thereby improving overall site security.

Additionally, we would appreciate clarification on whether landscaping improvements, such as planting shrubs or similar features in the front of the facility to create a protective buffer or reduce visibility, would be considered eligible if they are intended to enhance security and deter potential threats.

We would be grateful for any guidance on whether these types of improvements are eligible expenses under the program, and how best to appropriately frame them within an application.

**Answer:** Any item not specifically listed under Non-Permissible Costs is potentially allowable. Final determinations of expense eligibility will depend on the justification of the expense and its relation to the threats and vulnerabilities identified in the vulnerability assessment/cybersecurity assessment and in the RFA questions.

73. **Question:** We need to update our fire alarm system. This protects against arson but also, of course, against unintentional fires. Is equipment with a dual purpose of this type eligible for the grant?



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**Answer:** Any item not specifically listed under Non-Permissible Costs is potentially allowable. Final determinations of expense eligibility will depend on the justification of the expense and its relation to the threats and vulnerabilities identified in the vulnerability assessment/cybersecurity assessment and in the RFA questions.

74. **Question:** Are classroom cameras allowable? Is indoor lighting allowable? Are barricades allowable? Are jersey walls allowable? Is landscaping allowable to minimize hiding areas for hate actors?

**Answer:** Any item not specifically listed under Non-Permissible Costs is potentially allowable. Final determinations of expense eligibility will depend on the justification of the expense and its relation to the threats and vulnerabilities identified in the vulnerability assessment/cybersecurity assessment and in the RFA questions.

75. **Question:** Is an ongoing training and prevention program allowable? Do training programs require prior approval from DCJS?

**Answer:** Yes, ongoing training and prevention programs are allowable expenses, and all training must have prior approval from DCJS.

76. **Question:** Are we allowed to build a door trap inside or outside the building? We have exterior doors, and we want to construct a blast-resistant room with a door trap before the main entrance. Is this permitted?

**Answer:** Yes, this is potentially an allowable expense as it would be considered a modification of an existing entrance/structure. Final determinations of expense eligibility will depend on the justification of the expense and its relation to the threats and vulnerabilities identified in the vulnerability assessment/cybersecurity assessment and in the RFA questions.



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77. **Question:** There is a parking lot in the basement under our facility, which currently has no cameras that members are using. Can we apply for a grant to install cameras in the parking lot?

**Answer:** Yes, as long as the parking lot is considered part of the real property owned or leased by the applicant organization. For leased properties, the applicant is responsible for ensuring compliance with the lease agreement and any related rules or regulations.

78. **Question:** Can we pay a company for real-time monitoring of our security cameras?

**Answer:** Yes, contracts for monitoring of security cameras are allowable expenses.

79. **Question:** Are speed bumps and paving permitted under this grant?

**Answer:** Any item not specifically listed under Non-Permissible Costs is potentially allowable. Final determinations of expense eligibility will depend on the justification of the expense and its relation to the threats and vulnerabilities identified in the vulnerability assessment/cybersecurity assessment and in the RFA questions.

80. **Question:** Is a sprinkler system eligible for funding under this grant?

**Answer:** Any item not specifically listed under Non-Permissible Costs is potentially allowable. Final determinations of expense eligibility will depend on the justification of the expense and its relation to the threats and vulnerabilities identified in the vulnerability assessment/cybersecurity assessment and in the RFA questions.

81. **Question:** If the walls and doors around a pool are vulnerable and weak, can they be replaced under this grant?

**Answer:** Any item not specifically listed under Non-Permissible Costs is potentially allowable. Final determinations of expense eligibility will depend on the justification of the expense and its



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relation to the threats and vulnerabilities identified in the vulnerability assessment/cybersecurity assessment and in the RFA questions.

82. **Question:** Please let me know if landscaping boulders can be used as an alternative to bollards as a vehicle barrier.

**Answer:** Any item not specifically listed under Non-Permissible Costs is potentially allowable. Final determinations of expense eligibility will depend on the justification of the expense and its relation to the threats and vulnerabilities identified in the vulnerability assessment/cybersecurity assessment and in the RFA questions.

83. **Question:** The RFA's allowable equipment list includes camera-based security systems for facility hardening. Would unmanned aerial vehicles (drones) used for perimeter surveillance and security monitoring of our facility qualify as eligible equipment under the SCAHC program?

**Answer:** Any item not specifically listed under Non-Permissible Costs is potentially allowable. Final determinations of expense eligibility will depend on the justification of the expense and its relation to the threats and vulnerabilities identified in the vulnerability assessment/cybersecurity assessment and in the RFA questions. For drones specifically, applicants should consider the feasibility of utilizing drones for routine monitoring (considering the need for a trained authorized operator, potential FAA clearance for use, tethering for power, etc.) and whether there are more practical solutions for monitoring the facility. Those concerns would be taken into consideration when scoring a proposal that includes drones.

84. **Question:** Would handheld two-way radios used by staff and security personnel as part of an integrated emergency communication and lockdown system at our facility qualify as allowable equipment under the SCAHC program? We would frame this as part of our panic button/lockdown and emergency response capability, tied directly to vulnerabilities identified in our Vulnerability Self-Assessment.



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**Answer:** Any item not specifically listed under Non-Permissible Costs is potentially allowable. Final determinations of expense eligibility will depend on the justification of the expense and its relation to the threats and vulnerabilities identified in the vulnerability assessment/cybersecurity assessment and in the RFA questions.

85. **Question:** Is a fire alarm system allowed under this grant? It should trigger the fire alarm if it's a bomb, fire, or explosion.

**Answer:** Any item not specifically listed under Non-Permissible Costs is potentially allowable. Final determinations of expense eligibility will depend on the justification of the expense and its relation to the threats and vulnerabilities identified in the vulnerability assessment/cybersecurity assessment and in the RFA questions.

86. **Question:** Can a professional assessment be submitted with the application or does it need to be a self-assessment? Can one submit a combined professional and self-assessment in a single document? What if the professional assessment is over a year old but still current, can that be attached along with a recent self-assessment?

**Answer:** If an applicant has a professional vulnerability assessment that was completed in the past year and specifically identifies the facility/facilities where work will be performed, that assessment can be submitted in place of the Vulnerability Self-Assessment. An older professional assessment can be included for additional detail as long as the threats/vulnerabilities identified are still current and a recent Self-assessment is included to ensure all information is up-to-date. Applicants can combine a professional assessment and the Self-assessment in a single document or attach separate documents.

87. **Question:** If I have a professional security assessment that falls outside the allowable timeframe and I cannot obtain an updated professional assessment before the deadline, may I submit the prior assessment together with an internal update or cover letter explaining any changes in conditions or security needs?



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If yes, is there any required format for that update?

**Answer:** If an applicant has a professional assessment that is more than one year old, it can be included with the application for additional detail as long as the threats and vulnerabilities identified remain current, but the organization must also provide a current Vulnerability Self-Assessment to ensure all information is up-to-date.

88. **Question:** Based on page 10 (Section IV, part 2) we need to submit a separate self-assessment describing the organization's cybersecurity capabilities and vulnerabilities. Is there a format for this in addition to the Vulnerability Self-Assessment Tool that is provided on the DCJS site or is it within the document on the site?

**Answer:** There is no specific format/tool required for the cybersecurity self-assessment. Applicants should ensure that the cybersecurity self-assessment sufficiently describes the organizations current cybersecurity capabilities and vulnerabilities.

89. **Question:** Are applicants required to submit both a formal (professional) Vulnerability Assessment and a Self-Vulnerability Assessment, or is a self-assessment alone sufficient?

**Answer:** A self-assessment is sufficient for application eligibility. Applicants should ensure that vulnerability assessments are sufficiently detailed (in combination with RFA question responses) to clearly identify any threats and vulnerabilities the proposed project will attempt to address.

90. **Question:** If we submit both a professional assessment and a self-assessment, would that strengthen our application or improve competitiveness?

**Answer:** Not necessarily. The content and detail of the assessment(s) and their relation to the proposed project will impact the application score regardless of which type of assessment is provided.



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91. **Question:** The assessment must be completed within the past year. Can you provide the assessment's expiration date? Does it need to be conducted after July 2025?

Can you please confirm how "completed within the past year" is defined for the application? Specifically, does this mean the assessment must be dated within 365 days of the application submission date, or would it still be acceptable for a 2026 application if a security assessment was completed in 2025?

**Answer:** The assessment must have been completed within one-year of the application deadline (July 8, 2026). Assessments completed prior to July 8, 2025 will not be sufficient to satisfy the requirement.

92. **Question:** CSI completes hundreds of comprehensive terrorism vulnerability assessments every year, averaging 30-40 pages. The RFA states on Page 10, "If your organization has a Vulnerability Assessment that has been completed within the past year, it may be used to satisfy this requirement provided that the assessment reflects current vulnerabilities of the facility." It is impossible for us to conduct updates annually, our standard is every three years. Understanding your need for *current* information, we advise groups to create a cover sheet that includes any changes. Please confirm that an assessment (older than one year) with a cover sheet update is acceptable, and clarify what recent data is necessary.

**Answer:** In order to satisfy the vulnerability assessment requirement, the applicant must complete and include a vulnerability self-assessment. If the professional vulnerability assessment is over one-year old, it can be included with the application as long as the threats and vulnerabilities identified remain current. The applicant can include a cover sheet providing any updates.

93. **Question:** Is completion of all sections of the vulnerability assessment, including the cybersecurity section, required even if the applicant is not requesting funding for cybersecurity-related improvements?



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**Answer:** DCJS recommends that applicants complete the entire vulnerability assessment, including identifying potential threats and vulnerabilities that are not being addressed by the proposed project.

94. **Question:** Are applicants required to use the DCJS assessment tool, or can we use a CISA assessment or other external assessment?

**Answer:** Applicants can use an external vulnerability assessment to satisfy the requirement as long as it was completed within the past year, specifically addresses the facility/facilities included in the application, and reflects current threats and vulnerabilities of the facility/facilities.

95. **Question:** If a campus has a single street address with multiple buildings, can we apply for all of them under that address and have them included in a single assessment? This is especially relevant if they are similar in nature, such as bunk houses.

**Answer:** Each organization can submit one application for up to \$250,000. The application can include multiple projects at a single facility or projects at multiple facilities. Multiple buildings can be included in a single vulnerability assessment as long as the buildings are clearly identified and the assessment specifically identifies which vulnerabilities/threats apply to each building.

96. **Question:** Our organization operates domestic violence shelters for women. Is this considered a "site" of the organization? If yes, would a vulnerability assessment need to be done on the shelter sites? Can one assessment suffice for multiple shelters?

**Answer:** Each location would be considered a different facility. A vulnerability assessment must be included for each facility. Multiple facilities/locations can be included in a single vulnerability assessment as long as the locations are clearly identified and the assessment specifically identifies which vulnerabilities/threats apply to each location.



97. **Question:** The RFA appears to indicate that each building for which target hardening measures are being requested must have its own vulnerability assessment. We would appreciate clarification as to how this requirement applies in the context of campgrounds containing multiple buildings and structures.

For example, if an organization operates a campground containing multiple dormitory buildings and other structures, and is seeking to install access control systems and/or CCTV coverage across multiple buildings, is a separate vulnerability assessment required for each individual building or structure? Or would a single comprehensive vulnerability assessment covering the overall campground be considered sufficient, provided that the assessment identifies the vulnerabilities and proposed security measures associated with the various buildings and areas included in the application?

**Answer:** A vulnerability assessment must be included for each facility. Multiple facilities/locations can be included in a single vulnerability assessment as long as the locations are clearly identified and the assessment specifically identifies which vulnerabilities/threats apply to each location.

98. **Question:** It says numerous times that a separate cybersecurity assessment is required for orgs that wish to apply for cybersecurity projects. Is that in addition to the cybersecurity questionnaire section on the Vulnerability Self-assessment tool? Should we submit an additional write-up that goes into further detail?

**Answer:** Yes, if applying for a cybersecurity project, a separate self-assessment detailing the organization's current cybersecurity capabilities and vulnerabilities should be included to provide more detail about the organization's cybersecurity needs.

99. **Question:** Would a system that provides first responders with real-time, secure access to facility floor plans, high-resolution imagery, and mapped critical infrastructure—intended to improve emergency response and mitigate identified vulnerabilities during incidents such as active shooter events—be considered an allowable expense?



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**Answer:** Any item not specifically listed under Non-Permissible Costs is potentially allowable. Final determinations of expense eligibility will depend on the justification of the expense and its relation to the threats and vulnerabilities identified in the vulnerability assessment/cybersecurity assessment and in the RFA questions.

100. **Question:** Can we replace our old, outdated servers and add a backup server?

**Answer:** Any item not specifically listed under Non-Permissible Costs is potentially allowable. Final determinations of expense eligibility will depend on the justification of the expense and its relation to the threats and vulnerabilities identified in the vulnerability assessment/cybersecurity assessment and in the RFA questions.

101. **Question:** Is it possible to pay for cloud backup services?

**Answer:** Any item not specifically listed under Non-Permissible Costs is potentially allowable. Final determinations of expense eligibility will depend on the justification of the expense and its relation to the threats and vulnerabilities identified in the vulnerability assessment/cybersecurity assessment and in the RFA questions.

102. **Question:** Can we hire a company to monitor the network, server PCs, and other devices?

**Answer:** Any item not specifically listed under Non-Permissible Costs is potentially allowable. Final determinations of expense eligibility will depend on the justification of the expense and its relation to the threats and vulnerabilities identified in the vulnerability assessment/cybersecurity assessment and in the RFA questions.

103. **Question:** Are phone boosters allowed?

**Answer:** Any item not specifically listed under Non-Permissible Costs is potentially allowable. Final determinations of expense eligibility will depend on the justification of the expense and its



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relation to the threats and vulnerabilities identified in the vulnerability assessment/cybersecurity assessment and in the RFA questions.

104. **Question:** Are internal windows allowed?

**Answer:** Any item not specifically listed under Non-Permissible Costs is potentially allowable. Final determinations of expense eligibility will depend on the justification of the expense and its relation to the threats and vulnerabilities identified in the vulnerability assessment/cybersecurity assessment and in the RFA questions.

105. **Question:** Are outdated computer desktops and laptops eligible to be replaced with grant funds?

**Answer:** Any item not specifically listed under Non-Permissible Costs is potentially allowable. Final determinations of expense eligibility will depend on the justification of the expense and its relation to the threats and vulnerabilities identified in the vulnerability assessment/cybersecurity assessment and in the RFA questions.

106. **Question:** Is interior lighting allowed? Specifically, we are exploring upgrades to interior lighting intended to better illuminate entryways, hallways, and common areas within the facility to improve visibility, enhance occupant safety, and reduce potential security vulnerabilities.

**Answer:** Any item not specifically listed under Non-Permissible Costs is potentially allowable. Final determinations of expense eligibility will depend on the justification of the expense and its relation to the threats and vulnerabilities identified in the vulnerability assessment/cybersecurity assessment and in the RFA questions.

107. **Question:** Is a fence that will have a motorized opening for cars considered a fence, or should the project be divided into two, fence and motorized gate?



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**Answer:** The proposed item can be entered either way. If it is anticipated that one vendor will complete the entire fence project including the motorized gate, it would be advisable to enter this as a single budget line with details of all aspects of the project in the justification. If it is anticipated that the fence and the motorized gate will be separate projects- either completed by different vendors or at substantially different times, it would be advisable to list them as separate projects/budget lines.

108. **Question:** Are there specific requirements for the type of doors or windows to be installed, or is it sufficient if they are simply sturdier than the existing ones?

**Answer:** There are no specific requirements as the needs of each facility may vary. Final determinations of expense eligibility will depend on the justification of the expense and its relation to the threats and vulnerabilities identified in the vulnerability assessment/cybersecurity assessment and in the RFA questions. Applicants should also consider the reasonableness of cost and relative value of proposed enhancements as it directly relates to the vulnerability in question.

110. **Question:** Would the grant fund bollards that can be raised and lowered electronically to accommodate the facility's needs? In other words, they would be up most of the time but down when there is heavy traffic and we have on site security guarding that location?

**Answer:** Any item not specifically listed under Non-Permissible Costs is potentially allowable. Final determinations of expense eligibility will depend on the justification of the expense and its relation to the threats and vulnerabilities identified in the vulnerability assessment/cybersecurity assessment and in the RFA questions.

111. **Question:** Will this grant fund the construction of a booth for security guards at the perimeter of the property?



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**Answer:** Any item not specifically listed under Non-Permissible Costs is potentially allowable. Final determinations of expense eligibility will depend on the justification of the expense and its relation to the threats and vulnerabilities identified in the vulnerability assessment/cybersecurity assessment and in the RFA questions.

112.**Question:** Is there a cap to how much of the FY26 grant can be used for contracted security?

**Answer:** Contracted security is not an allowable expense.

### **E. Evaluation and Selection of Applications**

113.**Question:** The RFA states that “Applicants must also include photos for every interior or exterior location where work is proposed to be performed. Photos must be labeled in a manner describing the prospective project. Post contract execution, photos of the completed project in that identified location, from the same perspective as the photos provided in the application, in a manner that clearly demonstrates the work performed, should be submitted as an attachment in GMS.

How does this requirement apply for a cybersecurity project? Since cybersecurity work is typically not physical, how would the photo requirement pertain to such an application?

**Answer:** Photos are not required for cybersecurity projects, however DCJS reserves the right to request documentation in accordance with the grant contract prior to authorizing reimbursement.

114.**Question:** I have a question regarding page 13 of the RFA. It states:

“Gender-Based Violence and the Workplace Attestation, State Finance Law: By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that the bidder has implemented a written policy addressing gender-based violence and the workplace and has provided such policy to all of its employees, directors, and board members. Such policy



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shall, at a minimum, meet the requirements of subdivision eleven of section 575 of the Executive Law.”

Could you please explain the specific requirement for the applicant? Is this attestation required to be attached to the grant application?

**Answer:** There is no additional attestation attachment required. By submitting an application for this grant program, applicants are attesting that their organization has implemented a written policy addressing gender-based violence in the workplace and provided such policy to all employees, directors, and board members.

115.**Question:** Are certain types of security enhancements (e.g., access control systems, surveillance cameras, security film, personnel training) prioritized over others in the application scoring?

**Answer:** All applications are scored in accordance with the provisions described in the RFA.

116.**Question:** Regarding ‘before’ pictures submitted with the application, if an organization modifies the budget post award and will now be hardening different equipment, are new ‘before’ pictures required to be submitted at that point? Can one fill this requirement post-award?

**Answer:** Yes, any modifications of the budget items or location of installation post-award will require updated “before” pictures prior to approval of the contract or modification. Approval for changing locations is not guaranteed.

117.**Question:** Please clarify which pictures need to be attached to the application. Ex. if we want to install 40 cameras, do we need to upload 40 pictures?

**Answer:** Applicants must attach a color, ground-level photo of the front façade of each facility where work is proposed to be performed. In addition, applicants must provide “before” photos of



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all locations where work is proposed to be performed. This could be individual photos of each specific area where a piece of equipment will be installed, or it could be single photo showing multiple areas where equipment will be installed, with the specific areas labeled. For example, if multiple cameras will be installed in a particular room, the applicant can either provide individual pictures of each location where a camera will be placed or provide a single picture of the room with the locations of the cameras labeled. In the example provided, the applicant would be required to provide photos of all locations where cameras they are proposing to install cameras, in addition to the photo(s) of the front façade of the facility/facilities.

118. **Question:** The RFA requires applicants to submit pre-installation photos of each specific location where work is proposed and requires post-award photos of completed work from the same perspective as application photos. In practice, final equipment placement is often determined by the vendor after award, during system design. If the final design places equipment in a location within the same space that differs from the exact spot photographed in the application (e.g. camera placed in the opposite corner), does this constitute a compliance problem? Does DCJS require a contract modification or prior written approval before proceeding with installation in the alternate location, or is placement flexibility acceptable provided the work is within the approved scope and budget?

**Answer:** No contract modification or prior written approval would be required as long as the work remains within the same scope and budget, is applied to the same facility and is consistent with the threats or vulnerabilities identified in the vulnerability assessment. However, the organization would be required to provide updated “before” photos showing the correct location where installation will take place. The “before” and “after” photos must show the same location as verification that work was performed/completed.

119. **Question:** Will "Before" photographs be needed of all locations where specific equipment is planning on being installed?



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**Answer:** Yes, “before” photos must be provided for all locations where equipment is proposed to be installed.

120.**Question:** On page 15, I see that we need to submit before photos, but my application is mostly if not all cybersecurity items. Should I attach photos of security rooms where the hardware will be added? And what should we do about Software packages like anti-virus applications and encryption software which are included in the RFP as allowable expenses?

**Answer:** For cybersecurity projects with hardware components, photos should be provided showing the areas where hardware will be installed (such as server rooms or workstations) where possible. If equipment is being purchased to replace outdated equipment, photos of the outdated equipment should be provided for comparison to the replacement equipment. For items without a physical component, such as anti-virus applications or software, those items should be clearly described in the cybersecurity self-assessment. During project implementation and/or voucher review, DCJS may require additional documentation verifying the nature and quality of work performed under the contract.

121.**Question:** For SCAHC 2026 site photos, if an organization occupies only part of a large, multi-tenant building, should the application include an exterior photo of the full building? If the organization’s entrance is located on the side or back and not visible from the main facade, should that entrance also be photographed? Additionally, are interior photos (such as the entrance to the organization’s specific suite or space) expected or allowed, or should photos be limited to exterior views only?

**Answer:** The application should include a color, ground-level photo of the front facade of the building. It would also be helpful to include photos of any entrances used by the organization. Applicants may include any photos (interior and exterior) they believe necessary to identify the facility/facilities included in the application.



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122.**Question:** If a project has been replaced or updated with newer more effective equipment, it will be impossible to provide photographs since the prior equipment no longer exists. Will it be sufficient to describe that fact?

**Answer:** If a project is proposing to replace outdated equipment, it would be expected that the outdated equipment is currently in use and simply needs updating. In that case, photos of the current, outdated equipment should be provided. If no such equipment is currently in use, photos of the areas where new equipment will be installed/used should be provided. Only projects that are initiated after the start date will be reimbursable. Project started and/or completed before January 1, 2027, are not reimbursable.

123.**Question:** What format is acceptable for submittal of the necessary photographs? Can we submit a .pdf file with the descriptive info and associated photos?

**Answer:** Photos can be submitted in any file format. After uploading your file, please attempt to open it from GMS to ensure it uploaded properly and can be viewed. If you encounter any difficulty uploading photo attachments, please contact the GMS helpdesk for assistance. Applicants can include the descriptive info and associated files in a single .pdf file if preferred.

124.**Question:** Please clarify the type of photos you require for our application. For instance, if we are applying for CCTV, do you need images of blank walls where we plan to install the cameras? If we are requesting 100 cameras, do you need a blank picture of every single wall? Similarly, for access control for all doors, will you need images of all 100 doors?

**Answer:** Applicants must provide photos of all locations where work will be performed. This could be individual photos of each specific area where a piece of equipment will be installed, or it could be single photo showing multiple areas where equipment will be installed, with the specific areas labeled. For example, if multiple cameras will be installed in a particular room, the applicant can either provide individual pictures of each location where a camera will be placed, or provide a single picture of the room with the locations of the cameras labeled.



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125.**Question:** If our request includes hardening of 100 windows should the pictures include each of the 100 windows? Can a single picture include numerous windows?

**Answer:** Yes, the application should include photos of every window the organization is proposing to replace. Multiple windows can be included in a single photo as long as the photo is clearly labeled to identify the windows to be replaced.

126.**Question:** For budget equipment composed of a control unit and field devices (e.g., alarm system, PA system, CCTV, video intercom etc.), what pictures should be provided? Are photos of the primary field devices (e.g., camera locations) sufficient or do we also need to include photos of control units (e.g., NVR, monitors)?

**Answer:** The application should include “before” photos of all areas where work will be occur. Photos should show the area where it is anticipated that new items will be installed. If replacing old/outdated items, photos should show the items to be replaced as they are currently installed/in use.

127.**Question:** Could you provide any additional guidance on what distinguishes a highly competitive application in this funding cycle?

**Answer:** Please refer to Section VI. Evaluation and Selection of Applications in the RFA for details about the evaluation and selection criteria.

### **F. Request for Applications Questions/Narrative Responses/Budget and Work Plan**

128.**Question:** I have a question regarding the workplan in GMS. Since I am applying for both physical and cybersecurity projects, how should I fill out the work plan.



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**Answer:** When submitting an application that contains both physical security and cybersecurity projects, applicants should include both work plans. The applicant should enter one goal that contains both the physical security goal and the cybersecurity goal language. The applicant should then enter all of the objectives, tasks and performance measures from the physical security work plan, followed by all of the objectives, tasks and performance measures from the cybersecurity work plan.

129.**Question:** For the Work Plan section, there are multiple listed objectives, including equipment installation, training, and MWBE. If an applicant is only proposing equipment and not including training, are they still required to include the training objective in the Work Plan, or should only applicable objectives be included?

**Answer:** Applicants should include the entire standard work plan(s) that is/are applicable to their project. Physical security projects should include the entire physical security work plan. Cybersecurity projects should include the entire cybersecurity work plan. Applications with both physical security and cybersecurity components should include both work plans.

130.**Question:** In the work plan text, what should we include when we are asked to enter the organization and facility names? Should it be the facility's address? If there are multiple sites/locations in a single application, how should they be included here?

**Answer:** Where the work plan asks for organization, applicants should enter the organization name. Where the work plan asks for organization and facility, applicants should enter the organization name as well as list any facilities included in the application. Facilities can be identified by facility type, address, building name, or any other descriptor that clearly identifies the facility.

131.**Question:** For the question regarding the Vulnerability Self Assessment Tool, should we just answer see attached? On the Vulnerability Assessment Tool, how should we link the threats to the vulnerabilities as the comments section is limited?



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**Answer:** Yes, GMS will require a response for every question so for questions that require an attachment or completion of a module in GMS, you can simply enter "See attached". If you need additional space to provide details regarding the vulnerability assessment, you can either enter that information in the response to the question or indicate see attached in the comments section of the assessment and include a separate document.

132.**Question:** Are applicants required to provide photos documenting work completed under prior grants, or is a written explanation sufficient, explaining how the new projects differ from past work? Additionally, how many years back should past grant activities be documented?

**Answer:** Photos documenting projects completed under prior grants are not required but can be included if the applicant believes they will help to differentiate the proposed project from previously funded projects. Applicants should describe any projects funded under the Securing Communities Against Hate Crimes (SCAHC) program.

133.**Question:** Section 4, number 13. If afterward we want to change the procurement for, let's say, a single source, will we be able to change it?

**Answer:** The response to this question is not binding as DCJS recognizes that the cost of purchases may vary from the amount initially budgeted and/or there may be circumstances that justify a sole/single source exemption that are not apparent at the time of application. Please be advised that all sole/single source exemptions will require prior DCJS approval and must have significant justification and documentation.

134.**Question:** Will we be able to change the budget after it's been approved?  
Will I be able to change the amount, items, or quantity?

**Answer:** Budget modifications are possible on request and subject to approval by DCJS and/or the Office of the State Comptroller. Any requests for new/different items in the budget must be



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related to threats or vulnerabilities identified in the vulnerability assessment(s) included with the original application. A Public Safety Grants Representative will be available to assist award recipients with any required budget modifications.

135. **Question:** We would appreciate clarification regarding which budget categories are applicable under this funding opportunity. Based on our understanding, funding is limited to capital/security-related expenses. Could you please confirm that on the template:

We should complete sections related to:

Consultant Services (if applicable)

Travel (if applicable)

Equipment (primary category)

Alterations (installation/physical improvements)

Supplies / Other Costs (if applicable)

And that we should not include:

Personal Services (salaries, staff time, fringe)

Space/Rent

If that is the case, should we leave that section blank in the template?

Could an organization charge an application or administrative fee if it serves as the pass-through organization?

**Answer:** Applicants should enter items in the applicable budget categories for any items for which funding is requested. Categories for which no items are requested should be left blank. Application/administrative fees/indirect costs are not allowable for this program. Please refer to the RFA and this Questions and Answers document for clarification of permissible/impermissible items. **Applications for pass-through funding are not allowable, each organization must apply for funding for their own projects directly.**

136. **Question:** "A detailed cost breakdown for each item must be provided. A quote or an explanation describing the basis of the cost estimate for each budget line should be used to support the



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reasonableness of the estimate included in the application. Please note that this estimate does not satisfy the contractual procurement requirements. Please describe how this project is separate and apart or enhancing any previously state or federally funded project.”

Should I be uploading estimates from vendors together with my application?

**Answer:** Vendor estimates are not required but may be helpful in demonstrating the reasonableness of cost of individual items and the project as a whole.

136. **Question:** Question 5 indicates you need to describe the specific location and nature of any previously funded projects.

Are these only for projects that are related to items that are being requested in the 2026 grant? For example if you are asking for bollards and got bollards in the past you describe the prior location vs the newly requested location? Or does this mean each and every thing that has been funded before?

**Answer:** Applicants should describe the location and nature of **any** projects previously funded through the SCAHC grant program, including those funded by DHSES or DCJS.

137. **Question:** If we are applying for 2 facilities within one application, and the facilities are part of one organization but have slightly different functions, how should we answer the questions that seem directed at facility (in the singular) - such as section 3? Do we just include information on both facilities in every answer? Additionally, how do we structure the budget and work plan section if applying for 2 facilities? Submit 2 budgets/work plans or just identify both facilities in each?

**Answer:** If applying for projects at multiple facilities, simply provide responses for each facility on any questions requesting information about a facility. You do not need separate budgets for each facility, but budget item justifications should indicate which facility/facilities the item is intended for. Similarly, you do not need separate work plans for each facility, simply identify each facility in the work plan.



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138. **Question:** We plan to harden multiple sites with different addresses, should we explain that in the budget section of the proposal and show which equipment will go on which site?

**Answer:** Applicants are encouraged to provide as much relevant detail as possible about the nature and location of proposed security enhancements in the budget justification.

139. **Question:** For Section 3, Question 7 asking about the “history of hate crimes at the facility or cyber-attacks to the organization?”, does the term “hate crime” have to be limited to the facility for which funds are sought or can it apply to the entire organization (as is the case with cyber-attacks)? That is: if the organization has a one facility at location A, and has additional facilities at locations B, C, and D, and the organization seeks funding for “interior/exterior facility hardening and physical security enhancements” at location A (one of its four facilities), can the organization detail the history of hate crimes at facilities B, C, and D in response to this question? That is, in an application for facility A can the applicant provide information about the history of hate crimes at the organization as a whole including at other facilities? For the purpose of this question, the organization has one name and operates under that name which appears on signage on all four facilities and the organization physically occupies all of the facilities.

**Answer:** The question asks specifically about the history of hate crimes at the facility or cyber-attacks to the organization. The response should include any history of hate crimes that have occurred at the facility/facilities where security enhancements are proposed in the application (not at other facilities belonging to the organization). The portion referring to cyber-attacks is not facility specific; responses should include any history of cyber-attacks to the organization.

140. **Question:** Regarding cyber security, if we have multiple locations operating out of 1 main network, should the budget and question answers be broken down by each location or 1 main application that includes all sites?



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**Answer:** The budget and RFA responses should clearly indicate which facilities will be impacted by proposed work. If a cybersecurity project will impact the organization's entire network, the responses should pertain to the organization as a whole.

141. **Question:** For cybersecurity projects that are not physical enhancements (software and related items), should we insert those projects in the budget tab under Alterations and Renovations like physical equipment?

**Answer:** Items not requiring physical installation or modification to physical structures should be placed either in the Equipment category (for physical items such as laptops), or All Other Expenses (for items such as software, licenses, etc.).

142. **Question:** Which category does cyber security fall under?

**Answer:** Cybersecurity resources can fall under multiple budget categories. Items that involve physical installation or modification of physical spaces (for example: network wiring, creation of a secure server room) should be entered in the Alterations/Renovations category. Physical equipment items that do not require installation (for example: laptops) should be entered in the Equipment category. Items/services that are not physical items (for example: software, application licenses, cyber monitoring services) should be entered in the All Other Expenses category.

143. **Question:** Please clarify if windows, doors, CCTV, access control etc. fall under equipment or alterations category?

**Answer:** In most cases those items should be entered under the Alterations and Renovations category as they would require physical installation and/or modifications to the physical space of the facility.



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144.**Question:** If our organization was never awarded a cyber security project previously, and we are looking to apply for this round, do we need to upload pictures of the physical security projects that we were funded previously?

**Answer:** Applicants must provide sufficient detail in response to RFA Question 5 for DCJS to determine that the proposed project is separate or distinct from previously funded projects. If the description of the proposed project is substantially different from the description of previously funded projects, photos may not be needed or appropriate.

145.**Question:** “5. Please describe the specific location and nature of any previously funded projects.” “This description must provide sufficient detail (including photos of previously funded NYS or Federal projects) for DCJS to determine that the proposed project is different and distinct from those projects that were funded previously or builds upon those prior projects.”

-Does this question refer to this location only or to any previously funded projects from this organization? Do I need to submit photos as related to my overall organization's funding history or only those related to the specific location being applied for?

- The RFA states that you should upload pictures of all previously funded projects. Please clarify if we were reimbursed for ex. doors, and now we are applying for a different project, ex. windows, do we still need to upload those pictures?

- Question 5 states- Please describe the specific location and nature of any previously funded projects. This description must provide sufficient detail (including photos of previously funded NYS or Federal projects). Is describing the previous projects enough, or are photographs required? If photographs are required, how should they be included? What if projects were funded, but not yet installed?

**Answer:** Applicants should describe all previously funded SCAHC projects for the organization funded by DHSES or DCJS. Applicants must provide sufficient detail in response to RFA Question



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5 for DCJS to determine the proposed project is separate or distinct from previously funded projects. If the description of the proposed project is substantially different from the description of previously funded projects, photos may not be needed or appropriate. Applicants should determine the extent to which specific details and/or photos of prior projects are needed to differentiate them from the proposed project. Any photos should be attached in GMS via the Attachments screen.

146. **Question:** For RFA Question number 5, how far back in history should we describe the previously funded projects? If we received funding 10 years ago, do we need to include that information? Should we document both federal and state funds? Is it necessary to include photos from the previous grants? Do we need to cover all of the previous grants? For example, if we received state and federal funding every year for the past 10 years, do we need to specify the exact amounts received?

**Answer:** Applicants should describe any previous grant-funded security projects, providing sufficient detail for DCJS to determine that the previous projects are separate and distinct from the proposed project. If the proposed project is substantially different from the description of previously funded projects, photos may not be needed or appropriate. Applicants should determine the extent to which specific details and/or photos of prior projects are needed to differentiate them from the proposed project. This includes projects funded by DHSES and/or DCJS.

147. **Question:** If we applied last year for doors, and now we would like to apply for windows, do you need the picture from the doors?

**Answer:** Applicants should describe any previous grant-funded security projects, providing sufficient detail for DCJS to determine that the previous projects are separate and distinct from the proposed project. If the proposed project is substantially different from the description of previously funded projects, photos may not be needed or appropriate. Applicants should



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determine the extent to which specific details and/or photos of prior projects are needed to differentiate them from the proposed project.

148. **Question:** If we are applying now for a new building that didn't get a grant, do we need to provide pictures and write the history of the previous building, or because we are not applying for the same building, it's not required?

**Answer:** Applicants should describe any previous grant-funded security projects, providing sufficient detail for DCJS to determine that the previous projects are separate and distinct from the proposed project. If the proposed project is substantially different from the description of previously funded projects, photos may not be needed or appropriate. Applicants should determine the extent to which specific details and/or photos of prior projects are needed to differentiate them from the proposed project.

149. **Question:** If a previously funded project (e.g. from 15 years ago) has since been updated or replaced – for example if a camera system that was previously funded, was then subsequently replaced with new equipment, is the RFA looking for all of the related and historical information, or just the most recently funded project, with most current photographs and information?

**Answer:** Applicants should describe any previous grant-funded security projects, providing sufficient detail for DCJS to determine that the previous projects are separate and distinct from the proposed project. If the proposed project is substantially different from the description of previously funded projects, photos may not be needed or appropriate. Applicants should determine the extent to which specific details and/or photos of prior projects are needed to differentiate them from the proposed project.

150. **Question:** If we previously applied for doors but need more and have not yet installed the doors from the first grant, what types of pictures do I need to provide? How should I present this information?



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**Answer:** Applicants should describe any previous grant-funded security projects, providing sufficient detail for DCJS to determine that the previous projects are separate and distinct from the proposed project. If the proposed project is substantially different from the description of previously funded projects, photos may not be needed or appropriate. Applicants should determine the extent to which specific details and/or photos of prior projects are needed to differentiate them from the proposed project. In this example, the organization could provide before photos from the previously funded project as well as the proposed project to show that the locations where the proposed doors will be replaced are different than the locations of the previously funded doors.

151. **Question:** If we are applying now for a new building that didn't get a grant, do we need to provide pictures and write the history of the previous building that received the grants, or because we are not applying for the same building, it's not required?

**Answer:** Applicants should describe any previous grant-funded security projects, providing sufficient detail for DCJS to determine that the previous projects are separate and distinct from the proposed project. If the proposed project is substantially different from the description of previously funded projects, photos may not be needed or appropriate. Applicants should determine the extent to which specific details and/or photos of prior projects are needed to differentiate them from the proposed project.

152. **Question:** Will budget modifications be permitted after an award is made, and what will be the approval process for such changes?

**Answer:** After receiving an award notification, grant recipients will work with a grants representative to finalize the budget and develop and execute the grant contract. At that time, budget modifications can be requested and will be reviewed by the grants representative and/or supervisor to determine if the requested changes are allowable. After contract execution, grantees can request a budget modification by completing an Amendment Request Form and a Budget



Reallocation Worksheet. The approval process will vary depending on the nature and amount of the requested modification.

153. **Question:** After reading the RFA, we still find some of the 15 required questions opaque, which makes it difficult to responsibly advise applicants. We find the [NSGP Scoring Matrix](#) to be helpful because explains how the applications are scored. The required questions have a wide range of scoring (e.g., 0-10). Could DCJS publish a similar scoring matrix that explains what the reviewers look for?

**Answer:** In general, there is a basic scoring matrix for each question similar to the following format (the point values in each scoring range vary depending on the total point value of the question):

-0 points- No Response provided

1-? Points- Response minimally addresses required information

?-? Points- Response moderately addresses required information

Maximum points- Response fully addresses required information

**G. Notification of Awards/Administration of Contracts/Submission Requirements**

154. **Question:** Are minority vendors required or just preferred?

**Answer:** Minority/Women-Owned Business Enterprises (M/WBE) requirements will vary based on the circumstances of the grant contract (e.g. total contract amount, items/services to be purchased, availability of MWBE vendors). As a standard DCJS goal is 30% of the discretionary budget. MWBE forms are not required as part of the grant application. Following award notification, successful applicants will determine their discretionary budget amount and MWBE spending goal with assistance from a grant representative during contract development.



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155.**Question:** Could you please confirm that I do not need to sign and upload a “Doing Business with NY” form this round?

**Answer:** That is correct, there is no form required. All applicants are strongly encouraged and expected to consider New York State businesses in the fulfillment of the requirements of the contract(s) resulting from this solicitation.

156.**Question:** In the event an application is not awarded funds, how many days does the nonprofit have to request a debrief?

**Answer:** Pursuant to §163(9) (c) of the State Finance Law, any non-awarded applicant may request a debriefing regarding the reasons that the application was not selected for an award. Requests for a debriefing must be made within fifteen (15) calendar days of written notification by DCJS that the application(s) submitted by the applicant was not selected for award.

157.**Question:** Can you please provide a clear list of all the attachments that are required to be uploaded?

**Answer:** Please refer to Section XII Application Checklist for a list of application requirements. In addition, applicants must include the Sexual Harassment Prevention Certification detailed in Section X. Administration of Contracts.

158.**Question:** Are the following documents enough to satisfy the "required documents"?

- Certificate of incorporation
- IRS tax exemption letter/ 501 (c) (3)
- 990-Ez
- Grant management registration form
- Substitute form W-9
- CHAR 410
- Organization board of directors chart



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- Board of directors profiles
- IRS EIN number /letter

**Answer:** The items listed are required for SFS registration/prequalification and/ or GMS registration. Please refer to Section XII.

159.**Question:** Could you please clarify what is strictly required versus what is optional but recommended to strengthen an application?

**Answer:** Please refer to Section XII Application Checklist for a list of application requirements. In addition, applicants must include the Sexual Harassment Prevention Certification detailed in Section X. Administration of Contracts.

160.**Question:** What types of attachments do we need to upload? Could you please clarify this? Also, do we need to include evidence that we are pre-qualified?

**Answer:** Please refer to Section XII Application Checklist for a list of application requirements. In addition, applicants must include the Sexual Harassment Prevention Certification detailed in Section X. Administration of Contracts. Applicants are not required to provide evidence of prequalification, DCJS will verify prequalification status in SFS.

161.**Question:** Can you please explain whether we need to upload a Gender-Based Violence and the Workplace Attestation? If yes, can you please provide a sample.

**Answer:** There is no separate attestation form required. By submitting an application for this grant opportunity, organizations are attesting that their organization has implemented a written policy addressing gender-based violence in the workplace and provided such policy to all employees, directors, and board members. Such policy shall, at a minimum, meet the requirements of subdivision eleven of section 575 of the Executive Law.



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162.**Question:** Is there an MWBE Goal? What percentage?

**Answer:** The MWBE goal is currently 30% of the contract's discretionary budget. The discretionary budget will be determined post-award in collaboration with a Public Safety Grants Representative. The goal percentage is subject to change should there be any change to the agency goal established for DCJS.

163.**Question:** Are annual progress reports a new requirement? How are these different from quarterly reports? Are they just a summary of that year's quarterly reports? When are the annual progress reports due?

**Answer:** Award recipients will be required to, at a minimum, complete annual progress reports. These reports will be in the same form as quarterly reports. Quarterly progress reports may be required. The frequency/schedule of progress reporting for each award will be finalized in the executed grant contract.

164.**Question:** I know there is a requirement for a vendor to be prequalified in SFS, but is there a required attachment to submit in GMS with the application for proof?

**Answer:** No, applicants are not required to attach proof of prequalification in GMS. Prequalification status will be confirmed by DCJS directly in SFS.

165.**Question:** Can you please further explain the Service-Disabled Veteran-Owned Business (SDVOB) requirement?

**Answer:** Applicants are strongly encouraged to utilize SDVOBs to the maximum extent possible in the fulfillment of their grant contracts and can demonstrate commitment to that end by completing the form linked in the RFA and attaching it to their application in GMS. This is not a requirement there are no points attributable to this component of the application.



**H. Grants Management System (GMS)**

166. **Question:** Are the text boxes for the responses to the 15 questions in the online application character limited?

**Answer:** We are unaware of a character limit, however, if you are unable to fit the entire response in the text box in GMS, please enter "See attached Word document" and include the complete response on the RFA responses Word document clearly indicating what question or requirement the attachment is responsive to.

167. **Question:** Just to confirm, is the GMS Application Manual ([https://www.criminaljustice.ny.gov/ofpa/pdfdocs/gms\\_app\\_manual.pdf](https://www.criminaljustice.ny.gov/ofpa/pdfdocs/gms_app_manual.pdf)) up to date? I ask because the document appears to be dated October 2021.

**Answer:** Yes, GMS Application Manual is up to date.

168. **Question:** How should photographs be uploaded to GMS as an attachment?

**Answer:** Photographs should be attached through the GMS Attachments tab in any common photo file format. If you have any difficulty attaching photos please contact the GMS help desk for assistance.

169. **Question:** Please explain what/where we should enter in all places where we are applying in GMS (including the work plan, participant, etc.).

**Answer:** Please refer to the RFA instructions and the [GMS Application Manual](#) for detailed instructions on the information needed as well as how and where to enter the information.



## Division of Criminal Justice Services

**KATHY HOCHUL**  
Governor

**ROSSANA ROSADO**  
Commissioner

**CILLIAN FLAVIN**  
Deputy Commissioner

170.**Question:** Can the same person at the organization be the primary and fiscal contact? Can the same person at the organization be the signatory and fiscal contact? Can the same person at the organization be the primary and signatory contact?

**Answer:** For prequalification, the State requires that fiscal and legal functions are separated within an organization to demonstrate appropriate internal controls are in place. Your organization must demonstrate that it is in compliance with this requirement. Applicants should also consider that the primary contact will be expected to have programmatic knowledge of the project while the fiscal contact will be expected to have knowledge of expenses, vouchering, and payments. In all cases, the signatory contact must be someone who has legal authority to enter into a binding contract with the State of New York and is registered as a Signatory user in GMS.