

2013 SASP Applications in OKGrants

SASP Award Information

- Award Amount: \$259,986.50
 - Please be aware that this year's award amount is nearly 25% less than the award amount available last year.
 - Many grants were submitted as a one year application because extra funds were available.
 - These funds are no longer available and funding will be very competitive this year.

SASP Information

GRANT CONTINUATION POLICY AND MULTI-YEAR AWARDS

The federal granting agency requires the District Attorneys Council to make application for funding on an annual basis. The 2013 application is open to EVERYONE. Preference may be given to continue funding projects with proven effectiveness; however, a project must stand on its own merit. No project is guaranteed continued funding.

2013 SASP Timeline

- Application will be available in OKGrants beginning **July 15th, 2013**
- The application process will close at 11:59 p.m. on **August 16th, 2013**
- Start the application early and **submit early!!!**
- Current subgrantees- Use the same User ID and password that you currently use.
- New Applicants- Check to see if your agency is already registered with OKGrants. If not, register on the OKGrants website. Registration instructions are included on the OKGrants homepage.

<https://grants.ok.gov>

- ☐ Go to View Available Opportunities
- ☐ Click on Sexual Assault Services Program Grant (SASP)
Application
- ☐ Click on Apply Now

2012 applicants may copy forward data. This option is available after selecting Apply Now.

- ☐ Select the arrow, select the grant
- ☐ Some – not all – data will be copied into the new application.
- ☐ Goals and Objectives and budget will not be copied forward.

Forgot Password

1. Enter Your User ID
2. Click Forgot Password
3. An assigned password will be sent to you
4. Once you Logon with your User ID and the sent password, you will be asked to change it.

TIP

If you try your password 3 times, the system will lock you out. Wait 15 minutes and it will reset.

Go back to Step 2 - click on Forgot Password and continue.



- OKGrants website:
 - <https://grants.ok.gov>

Application Changes

- Agency Administrator (Project Director) can complete and save all forms
- **START** with the Pre-Application Instructions

Application Changes

- Information from a previous application can be copied into your new application. You must select the application you wish to copy forward in the agreement page after hitting “Apply Now”.
- Copy forward only applies to the following sections:
 - Applicant Information
 - Project Information
 - Underserved Populations Narrative
 - Trauma Informed Narrative
 - Reporting Requirements
- Please be sure to review any copied information for accuracy once in the new application.

Application Changes

- Zip-codes must now be entered as Zip + 4.
- For existing subgrantees, the progress summary character limit has been increased from 1,000 characters to 5,000.
- Mark Complete Button- After saving, click on Mark Complete
- Mark Complete allows you to KNOW you've finished everything on a page.

Application Changes

- The following sections will be scored for a total of 100 points:
 - Problem Statement and Description: 25
 - Underserved Populations Narrative: 10
 - Trauma Informed Narrative: 10
 - Goals, Objectives, and Activities: 25
 - Reporting Requirements: 10
 - Budget and Budget Narrative: 20
- Please read all instructions carefully to ensure all items are included in order to be considered for the maximum points available. Each section should include a reminder of the point value and what should be included. For the budget point value, please review the 'Budget Tools and Tips' once in the application.

Goals and Objectives

- Important Information
 - In order for the Progress Report to work, there needs to be one objective per box.
 - You can have more than one objective under each goal but only have one objective per box.
 - SAVE and select Mark As Complete.

Goals and Objectives

IntelliGrants - Document Page - Microsoft Internet Explorer provided by District Attorneys Council

https://grants.ok.gov/ObjectPage2.aspx?omniID=624008&pgID=17142

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IntelliGrants - Document Page

My Home My Applications My Financials My Programmatic Reports

My Reports | My Administration | My Training Materials | My Organization(s) | My Profile | Logout

PRINT VERSION ADD NOTE CHECK GLOBAL ERRORS REVIEW PANEL SHOW HELP

Back

Document Information: 2012-JAG-DA#1-032

Details

You are here: > DAC Application Menu > Forms Menu > Narrative

1 GO

GOALS, OBJECTIVES, AND ACTIVITIES

Instructions: Multiple objectives may be listed under one goal. Please complete this page and click SAVE. Fields will populate with information and errors will be noted at this point. To add a new Objective or Activity click **Save** for a new, blank textbox. To add a new Goal, click **Add** to create a new page.

Goal*

Goal 1: Reduce and prevent the importation, manufacturing, distribution, and possession of CDS in District 1.

129 of 750

Measureable Objective(s)*

Objective A: To obtain intelligence and identify a minimum of 20 individuals engaged in importing, manufacturing, distributing, or possessing CDS in District 1 prior to October 31, 2012..

Objective B: Prior to November 30, 2012, the AIC, with input from the DATF Agent in Charge of CDS Investigations (CDS Agent), will establish and maintain a prioritized list of the top 10 individuals identified as being engaged in

547 of 750

Objective C: Agents will establish a minimum of 10 confidential informants during the grant period ending June 30, 2013 through investigations conducted by the DATF agents and/or through contacts with officers working with

Internet 100%

DO NOT put more than one objective in a single box.

Goals and Objectives

IntelliGrants - Document Page - Microsoft Internet Explorer provided by District Attorneys Council

https://grants.ok.gov/ObjectPage2.aspx?omniID=62400&pgID=17142

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IntelliGrants - Document Page

Back

Document Information: 2012-JAG-DA 13-041

Details

You are here: > DAC Application Menu > Forms Menu > Narrative

1 GO

GOALS, OBJECTIVES, AND ACTIVITIES

Instructions: Multiple objectives may be listed under one goal. Please complete this page and click SAVE. Fields will populate with information and any errors will be noted at this point. To add a new Objective or Activity click **Save** for a new, blank textbox. To add a new Goal, click **Add** to create a new page.

Goal*

To continue and initiate new aggressive investigations into the use, manufacture, and distribution of illegal drugs.

116 of 750

Measureable Objective(s)*

To make 50 arrests and execute 25 search warrants during the fiscal year.

73 of 750

Measureable Objective(s)*

To seek assistance of 10 local agencies to conduct joint investigations of targets in their jurisdictions.

108 of 750

Measureable Objective(s)*

0 of 750

Task Force Agents will conduct undercover operations such as controlled buys, exchanges of information, and

Done

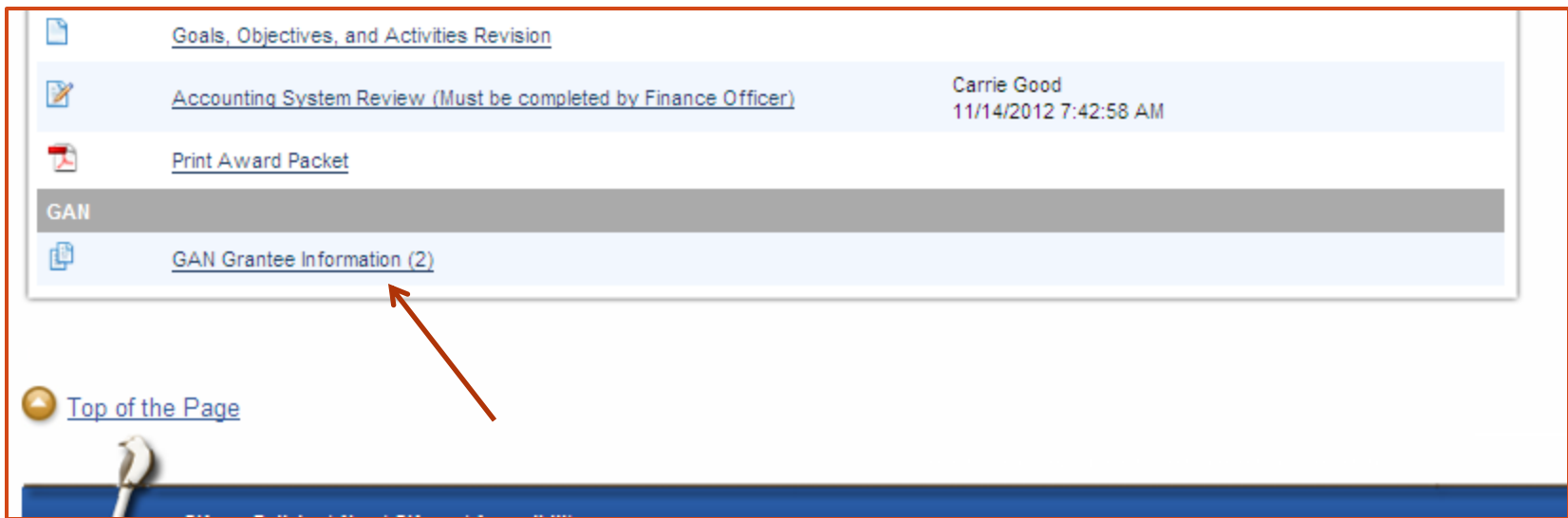
Internet 100%

Good Example —
one objective per
box!

Finalizing and Submitting the Application

- Double check that there are no errors by clicking on Check Global Errors button.
- If there are no errors, click on the Application number at the top of the page which will take you back to the DAC Application Menu.
- Click on View Status Options
- Click on the Apply Status button underneath Application Submitted – **NOT** the button under Application Cancelled.

- Personnel Changes
 - Change in PD or FO or CEO
 - Submit a GAN (Grant Adjustment Notice)
 - The forms are be located at the bottom of the Forms Menu



Personnel Requirements

- Chief Executive Officer/ Authorized Official
- Project Director/ Agency Administrator
- Fiscal Officer
- PD and FO may NOT be the same person
 - Check and balances
 - Chain of command
- Fiscal Officer is the person who ACTUALLY COMPLETES the financial reports

Personnel Requirements

Tips

- Passwords expire every 60 days.
- Timeout is 60 minutes.
- Remember to continually SAVE throughout the application!!!
- **Remember** to review the staff comments from your 2012 application and address those constructive criticisms in your new application.
- There is no spellcheck in OKGrants unless you have Firefox.
- You can type everything into word, spellcheck, and copy and paste into the online application.
- Clicking on Forms will take you back to the complete list of required forms



**Applications
are
Due
Aug. 16th
11:59 p.m.**

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