



# State Violence Prevention Grant Program

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Post Award Grantee  
Orientation

2026

# Welcome

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Please enter questions or comments in the Q&A dialog box.



Recording and presentation will be made available on the Program website.

# Agenda

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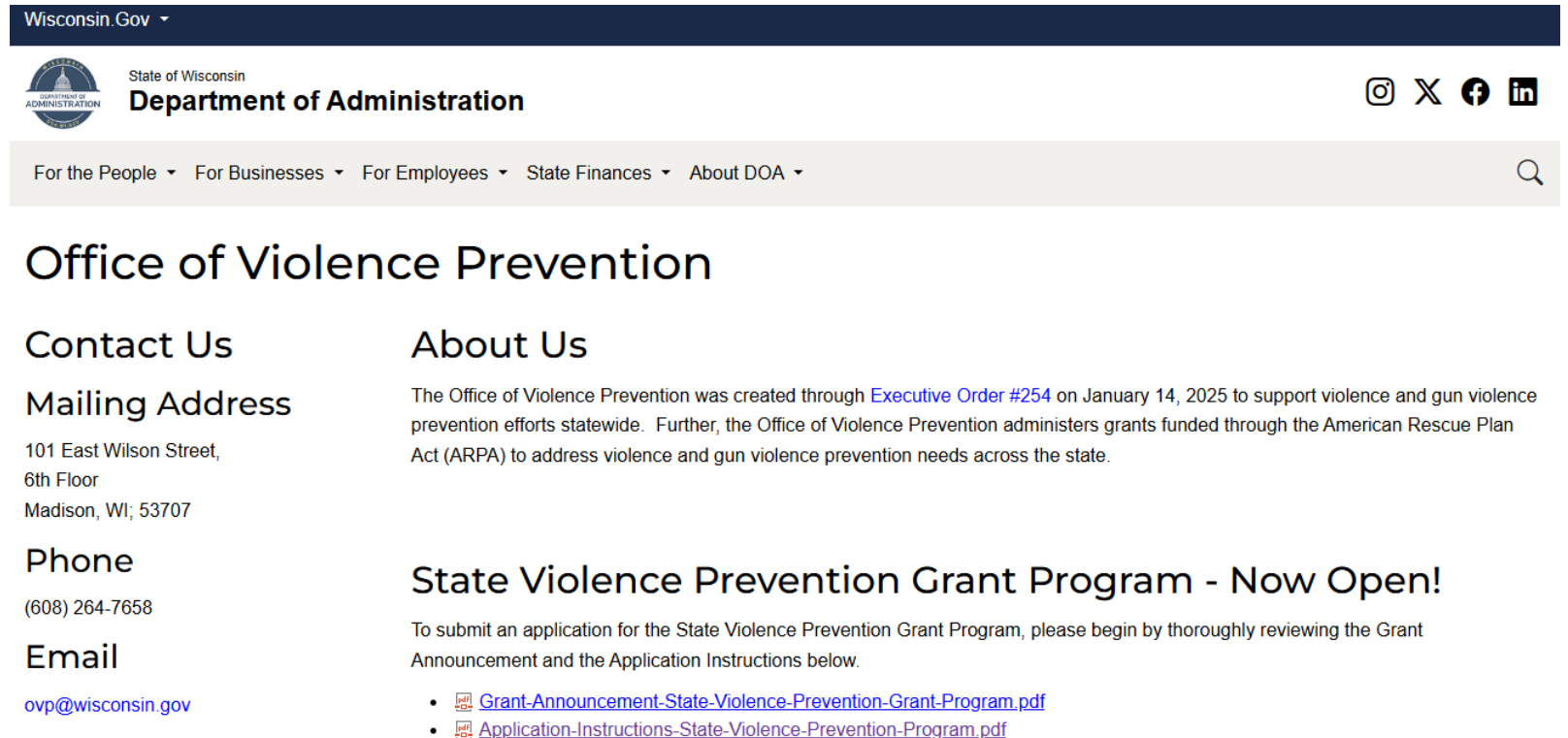
- Brief Overview of Office of Violence Prevention
- Grant Program Summary
- Grant Agreement
- Compliance
- Best Practices
- Reporting and Monitoring
- Q&A at end of webinar



# Office of Violence Prevention

■ **Amanda Powers,**  
Office of Violence  
Prevention Director

■ Visit our webpage at:  
[https://doa.wi.gov/Pages/  
ViolencePrevention.aspx](https://doa.wi.gov/Pages/ViolencePrevention.aspx)



Wisconsin.Gov

State of Wisconsin  
**Department of Administration**

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## Office of Violence Prevention

### Contact Us

#### Mailing Address

101 East Wilson Street,  
6th Floor  
Madison, WI; 53707

#### Phone

(608) 264-7658

#### Email

[ovp@wisconsin.gov](mailto:ovp@wisconsin.gov)

### About Us

The Office of Violence Prevention was created through [Executive Order #254](#) on January 14, 2025 to support violence and gun violence prevention efforts statewide. Further, the Office of Violence Prevention administers grants funded through the American Rescue Plan Act (ARPA) to address violence and gun violence prevention needs across the state.

### State Violence Prevention Grant Program - Now Open!

To submit an application for the State Violence Prevention Grant Program, please begin by thoroughly reviewing the Grant Announcement and the Application Instructions below.

- [Grant-Announcement-State-Violence-Prevention-Grant-Program.pdf](#)
- [Application-Instructions-State-Violence-Prevention-Program.pdf](#)



DOA.WI.GOV

# Division of Enterprise Operations Grant Administration Team

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**Richard Rydecki** – Administrator

**Robin Malicki** – Deputy Administrator

**Debbie Setzke** – Executive Staff Assistant

**Wisconsin Relief Fund (WiRF) Grants Team**

**Please address all communications  
to the program email:**

**[ovp@wisconsin.gov](mailto:ovp@wisconsin.gov)**



# Grant Program Summary



[DOA.WI.GOV](http://DOA.WI.GOV)

# Award Funding Details

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Nearly \$15 Million Awarded  
Performance Period Ends:  
12/31/26



Source: Federal American Rescue  
Plan Act

# Awards Details

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- \$14,995,260 awarded
- 73 awards with statewide coverage
- Awards range from approximately \$5,000 to approximately \$1.5 million.



# Awards Details

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- **\$2,575,430** awarded in **Category A** – Suicide Prevention and Firearm Storage Grants
- **\$5,370,372** awarded in **Category B** – Evidence-Based Violence Intervention and Outreach Programs
- **\$356,889** awarded in **Category C** – Criminal Justice-Based Initiatives
- **\$2,677,946** awarded in **Category D** – Domestic Violence Prevention Initiatives
- **\$4,014,623** awarded in **Category E** – School-Based Programming



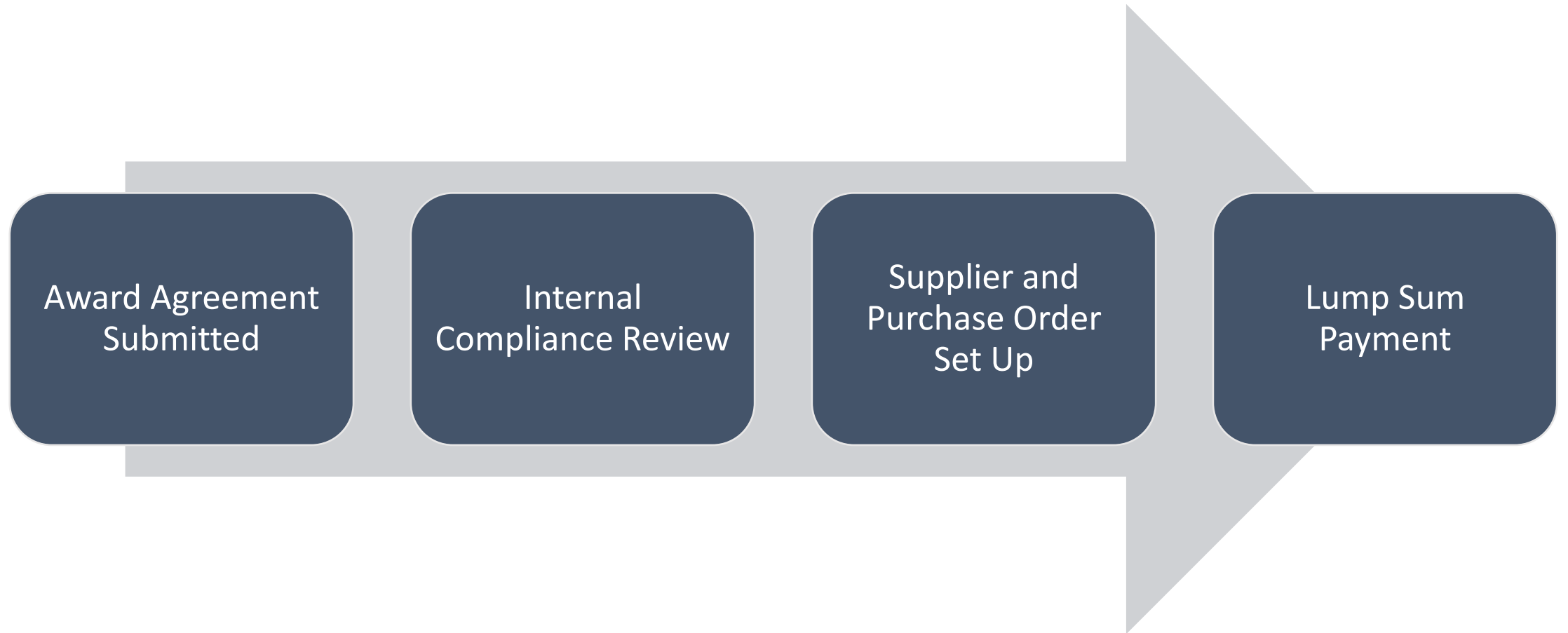
# Performance Period

- Expenses must be incurred and expended on eligible activities between **December 5, 2025**, and **December 31, 2026**.
- Payments will be made directly to awardees on an advancement vs. reimbursement basis.
- Payments will be made following execution of Grant Agreements.



# Award Payment Details

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# Grant Agreement



[DOA.WI.GOV](http://DOA.WI.GOV)

# Grant Agreement

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- Grant Agreements will be executed via DocuSign.
- DocuSign account not needed.
- Note: Simplified budget intended to reduce need for budget amendments.

Signature

Date

# Grant Agreement DocuSign Process

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- Award Agreement sent to the Grantee contact email.
- Follow DocuSign prompts for additional information.
- Click “Finish” to ensure the document is submitted to DOA for signature and execution.

# Grant Agreement Internal Routing

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- If you need to route to another person within your organization
  - Navigate to the "Finish" carrot and select "Assign to Someone Else"

or

- Download and share outside of DocuSign before signing.



# Grant Agreement Checklist

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- Sections required for completion on the Grant Agreement:

- First/Second Page

- Signature
  - Title
  - Unique Entity Identifier (UEI)

- Article 4. - Contact information



# Grant Agreement Checklist Continued

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- Sections required for completion on the Grant Agreement:
  - Attachment A – Scope of Work and Timetable (if applicable)
    - Some agencies will need to identify a time range if a timetable was not included in original application
  - Attachment D – Method of Payment (remit-to address)
  - Attachment E – Federal Compliance Requirements (signature)



# Compliance



[DOA.WI.GOV](http://DOA.WI.GOV)

# Current OVP Activities Status



Internal Compliance Review – In-progress



Affirmative Action Requirement – In-progress



Grant Agreement – Complete/In-progress



Progress and Expense reporting form – In finalization stage

# ARPA Guidance

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Final Rule

Final Rule  
Overview

FAQs



# Eligible Expenses

- Incurred and expended during the Period of Performance (12/5/25 – 12/31/26).
- Necessary to perform the activities outlined in the scope of work in application as referenced in the grant agreement.
- Consistent with the budget and program intent.



# Eligible Expenses

- Follow the Prudent Person Standard
  - Would a reasonable person believe that this expense is necessary?

And

- Is the amount reasonable?



# Ineligible Expenses

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Application  
Costs

Lobbying

Capital  
Expenditures

ARPA  
Ineligible  
Expenditures

# Internal Controls

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Grantee should have internal controls in place to ensure that funds are spent in accordance with the program purpose.



Example Internal Controls:

Segregation of Duties

Expenditure Review Process

Internal Approval Process

# Non-Duplication of Funds

For eligible expenses incurred at the start of grant performance period please ensure:

- Not funded by another source
- Reflected in agency financial and accounting systems
- Sufficient documentation



# Accounting System Requirements

Establish a separate GL department/fund/project for each award.

Create a process for reconciling expenditures charged to the grant award, including:

Allowability

Procurement

Proof of Payment

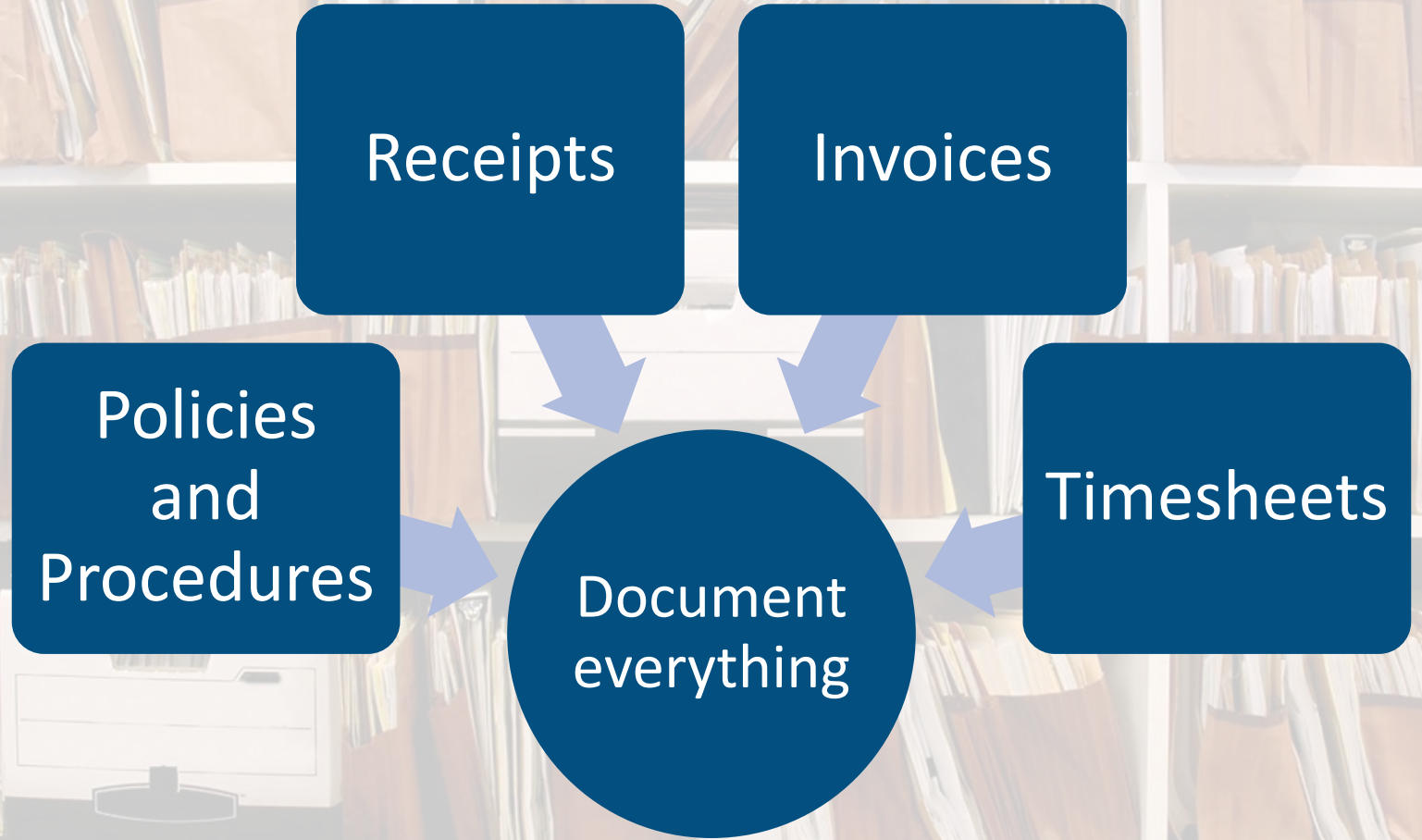
Grant Agreement, Budget,  
and Application

Purchase Order, Invoice,  
and Solicitation Documents

Checks, Credit Card Detail,  
and Bank Statements



# Documentation



# Best Practices



[DOA.WI.GOV](http://DOA.WI.GOV)

# Indirect vs Direct Expenses

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## Indirect

Cost cannot  
be readily  
assigned to a  
project

## Direct

Cost readily  
attributed to  
project.

# Stipends and Direct Aid

- Policy and Procedure
  - Approval and Distribution
  - Acceptable Use
  - Reconciliation
- Sufficient Documentation



# Grantee Responsibilities

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- Grantee organizations are responsible for documenting expenses are eligible under the American Rescue Plan Act.
- Grantee organization must keep records of eligible costs for 5 years.
- Ineligible cost determinations made by State or Federal audits must be repaid to the State.

# Reporting and Monitoring



[DOA.WI.GOV](http://DOA.WI.GOV)

# Progress and Expense Reporting

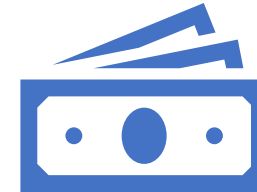
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Grantee contact info



Narrative portion



Expense reporting  
portion

# Performance Measures

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- Grantees will collect performance measures.
- Performance metrics will be shared with grantees in the next few weeks to begin collecting data.
- Purpose is to show impact of funds on Wisconsin communities.

# Monitoring

- Desk Reviews, examples include:
  - Supporting documentation review
  - Verification of correct indirect calculation
- Onsite Reviews
- Technical Assistance



# Important Dates

EVENT	DUE DATE
<b>Eligible Expense Incurred and Expended Period</b>	December 5, 2025, through December 31, 2026
<b>Progress and Expense Report (Tentative)</b>	August 15, 2026*
<b>Monitoring and Technical Assistance</b>	Throughout the grant period

\*The Department may require additional reporting.



# Questions?

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Questions will be compiled into a Frequently Asked Questions (FAQs) document and shared with grantees.



# Contact

Office of Violence Prevention Inbox:

[ovp@wisconsin.gov](mailto:ovp@wisconsin.gov)

**Amanda Powers**

Office of Violence Prevention Director

[Amanda.Powers1@wisconsin.gov](mailto:Amanda.Powers1@wisconsin.gov)

