



OPS Grants

Frequently Asked Questions

Preparing to Apply

What is a grant?

A grant is a sum of money given to individuals or organizations for a specific purpose.

What are OPS Grants?

The Office of Public Safety (OPS) offers four grants open to the Philadelphia community: The Targeted Community Investment Grant (TCIG), the Community Capacity Grant (CCG), Safety Through Care (STC), and the Community Expansion Grant (CEG).

What are the grants for?

The goal of OPS Grants is to achieve and sustain a reduction in violence, particularly gun violence, problematic drug use, and overdose through proven interventions, diversion activities, and community-based efforts.

What kind of programs can apply for funding?

Possible programs or activities may include a focus on addressing trauma, building resiliency, mediating conflict, or promoting social or economic empowerment. Programming may include:

-  Mentorship programs and activities focused on engaging youth and young adults
-  Outreach events and resource fairs to increase access to employment opportunities
-  Neighborhood beautification projects to reduce blight
-  Educational events and workshops
-  Activities that mobilize the community to stop gun violence

Who can apply for an AVCPG?

-  Program **MUST** take place in Philadelphia.
-  Program must serve Philadelphia residents.
-  Only one application is permitted per organization/event.
-  Applications **MUST** be submitted electronically using Submittable.
-  No applications will be accepted after the application closes.
-  Applicants for \$50,000 or more must be a 501(c)(3) organization, LLC, or B-Corp established for ≥ 3 years or be fiscally sponsored by a 501(c)(3) organization that has worked as a fiscal sponsor for at least three years.
-  City of Philadelphia employees or contractors are ineligible to receive grant funds, either directly or indirectly.
-  Programs funded by OPS grants must be free for Philadelphians.

Is there a specific area in Philadelphia where I must focus my program/activities?

For TCIG, CCG, and CEG, special consideration will be given to programs located in ZIP codes that are the most impacted by gun violence; however, this grant opportunity is open to city-wide participation. Area is not a special consideration for STC.





Are there specific participants in Philadelphia who I must recruit for my programming?

For TCIG, CCG, and CEG, special consideration will be given to programs targeting participants who are of the ages most impacted by gun violence (ages 16 – 34); however, this grant opportunity is open to programs that serve any population.

Do I have to hold my programming in Philadelphia?

Yes. Any program or activity funded under this grant must take place in Philadelphia and serve Philadelphia residents. Occasionally, program activities such as one-day field trips may take place outside of Philadelphia with the approval of OPS.

What are the expectations after being awarded the grant?

-  Awardees must attend programmatic, budget, and fiscal orientations before their programs begin prior to receiving grant funds.
-  Awardees must sign a contract with OPS and/or its fiscal intermediary before their programs begin and prior to receiving grant funds.
-  Awardees must provide requested documentation including, but not limited to:
 - Bank information
 - Tax documents, as required by local, state, and federal governments
 - Insurance coverage information
 - Note: Technical assistance will be given to those who request help with completing and submitting documentation.
-  Awardees are required to provide updated contact information and may be at risk of losing funds if they fail to respond to OPS communications within 2 business days.
-  Awardees must take part in free technical assistance program, designed to help grantees grow sustainably.
-  Awardees must submit regular spending reports after receiving payment.

Can my program be 100% virtual?

Yes, OPS grant-funded programs may be entirely virtual but must explain how holding the programming online is beneficial.

Can OPS grant funds be used to support general organizational expenses?

No, funds must be used to support direct programming to those indirectly or directly affected by gun violence or overdose.

Can I use OPS grant funds to reimburse my organization for costs before the grant period begins, pre-pay items after the grant period ends, or replace other grant funds?

No, funds may only be used for costs incurred AND paid during the program period. Funds must not be used to supplement (replace or redirect) any Federal, State, and/or local funding currently provided for the program.



Can applicants already receiving City grants receive an OPS grant?

Yes, but applicants currently receiving program funding from the City must clearly state in the application how OPS grant funds will be used to enhance and/or expand current programming in an innovative manner.

How can I distribute grant funds?

No grant funds may be distributed in cash; all funds must be distributed in traceable forms (e.g., checks, money orders, mobile payment apps).

Are OPS grants offered every year?

Yes, OPS grants are offered every year. All OPS grants are one-time awards.

What can OPS grant funds be used for?

Funds can be used for a variety of purposes, including, but not limited to:

-  Additional staffing support
-  Supplies and materials
-  Equipment
-  Field trips
-  Food
-  Stipends for participants in programming
-  Operational costs
-  Insurance
-  Printing of flyers/advertising
-  Background checks (including FBI Background Checks and Child Abuse Clearances)

What is fiscal sponsorship?

A fiscal sponsor is a nonprofit organization that provides fiduciary oversight, financial management, and other administrative services to help build the capacity of charitable projects. All OPS grant applicants applying for \$50,000 or more that haven't had 501(c)(3), LLC, B-Corp, S-Corp, or another approved tax designation for at least three years are required to have a fiscal sponsor at the time of application. Fiscal sponsors are required to have at least three years of fiscal sponsor experience to fiscally sponsor an OPS grantee. [Click here](#) to learn more about fiscal sponsorship.

Applying

How do I apply?

Applications must be submitted electronically using our application platform, Submittable. Only complete applications will be considered, and no materials submitted after the deadline will be considered unless they have been requested by OPS.

Where do I apply?

Applications are accepted online at <https://philacips.submittable.com/submit>.



How many different ideas can I submit?

Only one application may be submitted per individual and/or organization per grant cycle. If more than one application is received, only the first will be considered.

What supporting documents do I need to apply?

What supporting documents are required varies depending on your tax designation and the amount that you're applying for.

-  Individuals applying for \$10,000 do not need to provide supporting documents.
-  501(c)(3) organizations, including fiscal sponsors, must provide:
 - 501(c)(3) Documentation Letter
 - Most Recent Tax Document (two most recent for \$250,000; three most recent for \$500,000 or more)
 - Most Recent Financial Statement (two most recent for \$500,000 or more)
 - Internal Financial Statements (If Available)
 - Position/Balance Sheet and Statement of Activities/Income Statement
 - Bank Letter
 - Operating Budget
 - Board of Directors list
-  LLCs, B Corps, and S Corps must provide:
 - LLC/B Corp Documentation Letter
 - Most Recent Tax Document (two most recent for \$250,000; three most recent for \$500,000 or more)
 - Internal Financial Statements (If Available)
 - Position/Balance Sheet and Statement of Activities/Income Statement
 - Bank Letter
 - Operating Budget

Can I add references to my application?

Yes, you may request up to two references for your application. Reference requests are sent directly through the application on Submittable and may be sent before your application is submitted. The referrer will receive an email asking them to fill out the reference form which should take fewer than five minutes to complete. Reference requests should be sent as early as possible to allow your referrer to complete the form before the deadline.

How long does it take to hear whether my application was successful?

Typically, STC and CEG award decisions are released in December, while CCG award decisions are released in February and TCIG award decisions are released in May.





What if another organization is providing part of my programming but not receiving part of the grant?

Partnerships, where multiple organizations work together to provide programming without splitting grant funds, are encouraged to apply! In those situations, one or more organizations may be grant recipients, but no grant funds are shared.

Can I apply with another organization to increase my chances of being awarded?

Collaborations, where multiple organizations apply together as a single awarded entity and split the award, are encouraged to apply! In those situations, one organization, the lead, must take responsibility for correct distribution and usage of all OPS grant funds. The lead organization is responsible for the prudent stewardship of all funds and will be held liable for any and all activities undertaken as part of this grant.

How do I know if I submitted the application successfully?

You will receive an email confirmation from Submittable after successfully submitting your application.

May I submit a handwritten application, email an application, or mail one in?

No, all applications must be submitted using Submittable by the deadline. Submittable applications are savable and editable until submission.

Where can I ask for help concerning submitting my application?

For general information, email AntiViolenceGrants@phila.gov.

For questions about TCIG, email TCIG@phila.gov.

For questions about CCG, email CCG@phila.gov.

For questions about STC, email AntiViolenceGrants@phila.gov.

For questions about CEG, email CEG@phila.gov.

Targeted Community Investment Grant (TCIG)

What is TCIG?

TCIG is a grant program designed to provide programmatic funding to individuals and grassroots organizations dedicated to reducing violence, especially gun violence, in Philadelphia.

How much funding can a TCIG grantee receive?

TCIG awards may be one of four amounts: \$10,000, \$25,000, \$40,000, or \$50,000. Individuals and one-day events are only eligible for \$10,000.

How long is a TCIG award for?

The TCIG grant period is from June 1 to September 30.

Can my project be a new idea?

New programs and activities are especially encouraged to apply!



What do the different TCIG funding levels mean?

Each funding level has different requirements:

The \$10,000 award is open to individuals, one-day events, and nascent grassroots organizations. Roughly 45% of TCIG grantees will receive this award amount. This award amount is suitable for applicants that:

-  Are new or first-time programs OR small-scale initiatives
-  Are individuals (with or without fiscal sponsorship); OR organizations designated as 501(c)(3), B-Corp, S-Corp, LLC, or another approved tax designation; OR organizations that are fiscally sponsored by a 501(c)(3) organization that has worked as a fiscal sponsor for at least three years
-  Have limited experience managing grant funding (i.e., have never administered a single grant award of \$10,000 or more)
-  Have the capacity to implement a one-time event or short-term program
-  Have an operating budget of \$20,000 or less

The \$25,000 award is open to more established grassroots organizations. Roughly 30% of TCIG grantees will receive this award amount. This award amount is suitable for applicants that:

-  Have at least 1 year of programmatic experience
-  Are organizations designated as 501(c)(3), B-Corp, S-Corp, LLC, or another approved tax designation; OR organizations that are fiscally sponsored by a 501(c)(3) organization that has worked as a fiscal sponsor for at least three years
-  Have demonstrated the ability to manage a single grant award of \$10,000 or more
-  Are existing programs, event series, or initiatives ready for growth (no one-time events)
-  Have an established team with defined roles and responsibilities
-  Have the ability to track participation and program outcomes
-  Have an operating budget of \$50,000 or less

The \$40,000 award is open to established organizations with more grant management experience. Roughly 20% of TCIG grantees will receive this award amount. This award amount is suitable for applicants that:

-  Are established organizations with 2 or more years of programmatic experience
-  Are organizations designated as 501(c)(3), B-Corp, S-Corp, LLC, or another approved tax designation; OR organizations that are fiscally sponsored by a 501(c)(3) organization that has worked as a fiscal sponsor for at least three years
-  Have demonstrated the ability to manage \$25,000 or more in grant funding
-  Have a proven track record of delivering consistent, high-impact programming
-  Have strong operational infrastructure (staff, systems, partnerships)
-  Have the ability to scale programs and report measurable outcomes
-  Have an operating budget of \$80,000 or less

The \$50,000 award is open to established organizations with significant grant management experience with TCIG but may not yet be ready for CCG. Roughly 5% of TCIG grantees will receive this award amount. This award amount is suitable for applicants that:



-  Are established organizations with 3 or more years of programmatic experience
-  Are organizations designated as 501(c)(3), B-Corp, S-Corp, LLC, or another approved tax designation that have held that designation for at least three years; OR organizations that are fiscally sponsored by a 501(c)(3) organization that has worked as a fiscal sponsor for at least three years
-  Have demonstrated the ability to manage \$25,000 or more in grant funding
-  Have a proven track record of delivering consistent, high-impact programming
-  Have strong operational infrastructure (staff, systems, partnerships)
-  Have the ability to scale programs and report measurable outcomes
-  Have an operating budget of \$100,000 or less
-  Have been TCIG grantees for at least 3 cohorts

Community Capacity Grant (CCG)

What is CCG?

CCG is a grant program designed to provide programmatic funding and capacity growth training to organizations who have successfully completed TCIG cohorts and are dedicated to reducing violence, especially gun violence, in Philadelphia.

How much funding can a CCG grantee receive?

CCG awards are \$75,000 each.

Can anyone get a CCG grant?

Application for CCG is only open to previous TCIG grantees who successfully completed the program in full compliance within the past three cohorts and have demonstrated the ability to build capacity through their organization's involvement in the TCIG program.

How long is a CCG award for?

The CCG grant period is from March 1 to December 31. Programming must be offered for at least six months.

What is involved in being a CCG grantee?

In addition to reporting on financial activities and answering surveys, CCG grantees will be required to attend mandatory workshops to improve their capacity. This award amount is suitable for applicants that:

-  Are established organizations with 3 or more years of programmatic experience
-  Are organizations designated as 501(c)(3), B-Corp, S-Corp, LLC, or another approved tax designation, that have held that designation for at least three years; OR organizations that are fiscally sponsored by a 501(c)(3) organization that has worked as a fiscal sponsor for at least three years
-  Have successfully managed grant awards totaling at least \$40,000
-  Have successfully completed one to two TCIG grant cycles at the \$25,000 funding level or higher, OR have received an invitation to apply
-  Have actively participated in the TCIG Technical Assistance Program





-  Demonstrate a proven history of delivering consistent, high-impact programming with measurable community outcomes
-  Maintain strong organizational infrastructure, including qualified staff, sound financial management systems, and established community partnerships
-  Demonstrate the organizational capacity to successfully implement and sustain a \$75,000 grant award.
-  Maintain documented financial management policies and internal controls that support effective grant administration
-  Have an operating budget of \$250,000 or less

Safety Through Care (STC)

What is STC?

STC is a grant program designed to provide programmatic funding to organizations that provide substance use prevention and harm reduction services in Philadelphia.

How much funding can an STC grantee receive?

STC awards are \$150,000 each.

How long is an STC award for?

The STC grant period is from January 1 to December 31. Programming must be offered for at least nine months.

What is involved in being an STC grantee?

This award amount is suitable for applicants that:

-  Are established organizations with 2 or more years of programmatic experience
-  Are willing to be tertiary distributors of Narcan
-  Are organizations designated as 501(c)(3); OR organizations that are fiscally sponsored by a 501(c)(3) organization that has worked as a fiscal sponsor for at least three years
-  Have demonstrated the ability to manage \$100,000 or more in grant funding
-  Have the ability to scale programs and report measurable outcomes
-  Have an operating budget of \$5 million or less

Community Expansion Grant (CEG)

What is CEG?

CEG is a grant program designed to provide programmatic funding to larger organizations with operating budgets up to \$5 million that are dedicated to reducing violence, especially gun violence, in Philadelphia. Emphasis is given to programs that may not typically be recipients of grant funding.

How much funding can a CEG grantee receive?

CEG awards may be one of five amounts: \$100,000, \$250,000, \$500,000, \$750,000, or \$1,000,000.



How long is a CEG award for?

The CEG grant period is from January 1 to December 31. Programming must be offered for at least nine months.

Can my project be a new idea?

New programs are eligible but may have a harder time receiving funding than programs that have more programmatic and grant experience. Programs with less experience are encouraged to apply for TCIG.

What do the different CEG funding levels mean?

Each funding level has different requirements:

Roughly 50% of CEG grantees will receive the \$100,000 award. This award amount is suitable for applicants that:

-  Are established organizations with 3 or more years of programmatic experience
-  Are organizations designated as 501(c)(3), B-Corp, S-Corp, LLC, or another approved tax designation that have held that designation for at least three years; OR organizations that are fiscally sponsored by a 501(c)(3) organization that has worked as a fiscal sponsor for at least three years
-  Have demonstrated the ability to manage \$75,000 or more in grant funding at one time
-  Have a proven track record of delivering consistent, high-impact programming
-  Have strong operational infrastructure (staff, systems, partnerships)
-  Have the ability to scale programs and report measurable outcomes
-  Have at least one full-time equivalent (FTE) employee
-  Have an operating budget of \$5 million or less

Roughly 25% of CEG grantees will receive the \$250,000 award. This award amount is suitable for applicants that:

-  Are established organizations with 3 or more years of programmatic experience
-  Are organizations designated as 501(c)(3), B-Corp, S-Corp, LLC, or another approved tax designation that have held that designation for at least three years; OR organizations that are fiscally sponsored by a 501(c)(3) organization that has worked as a fiscal sponsor for at least three years
-  Have demonstrated the ability to manage \$200,000 or more in grant funding at one time OR have successfully managed a CEG grant of \$100,000 or more
-  Have a proven track record of delivering consistent, high-impact programming
-  Have strong operational infrastructure (staff, systems, partnerships)
-  Have the ability to scale programs and report measurable outcomes
-  Have at least one full-time equivalent (FTE) employee
-  Have an operating budget of \$5 million or less

Roughly 15% of CEG grantees will receive the \$500,000 award. This award amount is suitable for applicants that:

-  Are established organizations with 3 or more years of programmatic experience

- 🏠 Are organizations designated as 501(c)(3), B-Corp, S-Corp, LLC, or another approved tax designation that have held that designation for at least three years; OR organizations that are fiscally sponsored by a 501(c)(3) organization that has worked as a fiscal sponsor for at least three years
- 🏠 Have demonstrated the ability to manage \$400,000 or more in grant funding at one time OR have successfully managed a CEG grant of \$250,000 or more
- 🏠 Have a proven track record of delivering consistent, high-impact programming
- 🏠 Have strong operational infrastructure (staff, systems, partnerships)
- 🏠 Have the ability to scale programs and report measurable outcomes
- 🏠 Have at least one full-time equivalent (FTE) employee
- 🏠 Have an operating budget of \$5 million or less

Roughly 5% of CEG grantees will receive the \$750,000 award. This award amount is suitable for applicants that:

- 🏠 Are established organizations with 3 or more years of experience OR are fiscally sponsored by a 501(c)3 organization that has worked as a fiscal sponsor for at least 3 years
- 🏠 Have demonstrated the ability to manage \$600,000 or more in grant funding at one time OR have successfully managed a CEG grant of \$500,000 or more
- 🏠 Have a proven track record of delivering consistent, high-impact programming
- 🏠 Have strong operational infrastructure (staff, systems, partnerships)
- 🏠 Have the ability to scale programs and report measurable outcomes
- 🏠 Have at least one full-time equivalent (FTE) employee
- 🏠 Have an operating budget of \$5 million or less

Roughly 5% of CEG grantees will receive the \$1,000,000 award. This award amount is suitable for applicants that:

- 🏠 Are established organizations with 3 or more years of programmatic experience
- 🏠 Are organizations designated as 501(c)(3), B-Corp, S-Corp, LLC, or another approved tax designation that have held that designation for at least three years; OR organizations that are fiscally sponsored by a 501(c)(3) organization that has worked as a fiscal sponsor for at least three years
- 🏠 Have successfully managed a CEG grant of \$750,000 or more AND have successfully managed non-City of Philadelphia grants totaling \$800,000 or more concurrently
- 🏠 Have a proven track record of delivering consistent, high-impact programming
- 🏠 Have strong operational infrastructure (staff, systems, partnerships)
- 🏠 Have the ability to scale programs and report measurable outcomes
- 🏠 Have at least one full-time equivalent (FTE) employee
- 🏠 Have an operating budget of \$5 million or less
- 🏠 Have been a successful CEG grantee in at least two of the last three cohorts