Q & A GUIDE
Mississippi Department of Education

Request for Proposal for Mississippi Community Oriented Policing Services

Amendment Number One
Questions and Answers
March 11, 2021

1. RFP Page 8, Number 7. SUBMISSION AND DELIVERY OF PROPOSALS

QUESTION:

When we submit for MCOPS Round 2, do we ship to Monique Corley or do we send electronically as we have other grants this school year?

Page 8 of the RFP provides that Proposals for School Year 202-2021 (2nd Round-FY21) be shipped to 359 North West Street Jackson, MS 39201.

“One (1) original proposal must be received by 5:00 p.m. CT, Friday, March 26, 2021 at the following address based upon the delivery method used:

Ship Proposals to:
(FedEx, UPS, etc.)
Monique Corley, Director
Office of Procurement
Mississippi Department of Education
Mississippi Community Oriented Policing Services in Schools (MCOPS) Grant

School Year 2020 – 2021 (2nd Round- FY21)
359 North West Street
Jackson, MS 39201
(DO NOT OPEN)

2. RFP Page 6, Number 3. NOTICE OF INTENT TO APPLY

QUESTION:

Will we need to send the Notice of Intent Form to apply?

Page 6 of the RFP provides that “All entities planning to apply should submit a Notice of Intent to Apply (Form 1) on page 23. The Notice of Intent to Apply must be received by 5:00 p.m. Central Time (CT), Friday, March 12, 2021. The Notice of Intent to Apply is not required to apply but is preferred to assist the MDE in planning purposes and preparation for proposal scoring...”
Question:

We had the grant application completed but didn’t submit it in time for the first round. All signatures are dated in October. Should we have these start over on signature or can we submit the October signatures?

All signatures will have to be redone for round 2.

3. RFP Page 3, Number 2. ELIGIBILITY CRITERIA

QUESTION:

Were there any changes to the application for the second round?

This solicitation is to provide information required to submit a response to this Request for Proposal (RFP). Please be aware that previous requirements and/or changes in eligibility criteria may have been made.

4. RFP Page 34, Form 9

QUESTION:

Wanted to get clarity on the requirements for the MCOPS Grant as it relates to training hours. Should the SRO have attended training between July 1, 2019 and December 31, 2020 in order to be eligible or was that requirement waived? Please advise what was waived.

As it relates to training hours, Form 9 provides that training hours must be within grant timeframe July 1, 2019-December 31, 2020.


“The School Resource Officer Training Log (Form 9) submitted with the proposals due on March 26, 2021 shall include all training hours obtained by SROs through the date of submission. These dates for training submission should be from July 1, 2019 – December 31, 2020.”

QUESTION:

With regards to the 2020-21 MCOPS Grants Proposal: Is proof of officer course required? If so where are they to be included in the proposal once mailed off?

Not all law enforcement training provides certificates for training. Therefore, we provide a log
sheet for the officers to fill out what training they have attended.

**QUESTION:**

Does the last sentence of Form 9 mean that a new officer without the required training hours within the dates of July 1, 2019-December 30, 2020, can be added if they have the hours by the end of the grant process?

On Form 9 (School Resource officer Training Log), please indicate that the SRO is a new hire or new to the district.

**QUESTION:**

Does the past 12 months, in questions 9 &10, on Form 7, refer to the last school year (2019-2020) or 12 months from March 2020?

The last 12 months refers to the school calendar year which falls within the grant time frame from July 1, 2019-December 31, 2020.

5. RFP Page 5, Number 2. Eligibility Criteria

**QUESTION:**

We have two police officers who are not SRO certified. They attend Police Officer training throughout the year. Do they need to complete the School Resource Officer training log even though they are not SRO certified?

If a district received MCOPS Grant funding for the previous school year (2019 – 2020), the grantee must provide assurances of compliance with all eligibility criteria, program activities, use of funds, budget requirements, and fiscal responsibilities... The School Resource Officer Training Log (Form 9) submitted with the proposals due on March 26, 2021 shall include all training hours obtained by SROs through the date of submission. These dates for training submission should be from July 1, 2019 – December 31, 2020.

**QUESTION:**

The instructions on page 34 explain that the required annual 40 hours of training is suspended due to COVID-19 but it also states in the next to the last asterisk on page 34 that Previous grantees (SROs) must have at least 40 hours of required training.

If our SRO was not able to obtain 40 hours of required training 7/1/19-12/31/20 will our proposal be rejected?

The School Resource Officer Training Log (Form 9) submitted with the proposals due on March 26, 2021, shall include all training hours obtained by SROs from the time frame of July 1, 2019 – December 31, 2020.

Previous grantees (SROs) must have at least 40 hours of required training as notated.
Section 11: Rejection of Proposals of this document.

As it relates to training hours, Form 9 provides that training hours must be within grant time frame July 1, 2019-December 31, 2020. So, previous grantees (SROs) must have at least 40 hours of required training and that training shall be in the time frame of July 1, 2019-December 31, 2020.

**QUESTION:**

We are asking for $10,000 for each of our three school officers.

Should Form B just have the total for which we are asking: $30,000 for salaries or should we have a separate Form B for each officer?

Yes

Should Form C just have the total match for all three officers? $30,000 in matching funds or do we need to have a separate Form C for each officer?

Yes

Should Form D be the total combination of Form B and Form C - showing both state and matching funds for each officer ($20,000) for a total of $60,000 for the district?

Yes

6. RFP Page 32, Form 7

**QUESTION:**

Our SRO works at two schools. Do I fill out a Form 7 for each of the schools in which she works?

*Form 7: MCOPS INDIVIDUAL CAMPUS THREAT ASSESSMENT* indicates, “Please use this form for EACH school campus included in the MCOPS grant application. There will only be one (1) District application, but there may be multiple individual campus information worksheets.”

The questions on Form 7 are pertaining to each school campus included in the grant application; therefore, a separate Form 7 is required for each campus.

**QUESTION:**

Form 7, question #9 asks for the arrests - our SRO says she doesn't "arrest" students but "takes them into custody." Is it acceptable to put the number of "taken into custody" in place of "incidents requiring an arrest."

Yes, if there are incidents that require the use of the officer’s position and their law enforcement authority it shows a need for the that officer and their position.
**QUESTION:**

If we did not receive the MCOPS grant in FY20, do we just put N/A in the blanks on Form 10?

*Form 10, COMPLIANCE ASSURANCE FOR MCOPS GRANT RECIPIENTS FOR SCHOOL YEAR 2019-2020 (FY20), does not apply if the district did not receive MCOPS funds in FY2020, so an indication of N/A would be appropriate.*

7. RFP Page 15, Use of Funds

**QUESTION:**

If awarded funds through the MCOPS FY 20-21 2nd Round grant, could those funds be used to reimburse the district for items purchased earlier in the fiscal year such as a new vehicle for the SRO or training and related travel expenses already incurred during the current fiscal year?

18. USE OF FUNDS

The grant will not be less than $10,000 per officer and shall only be used for the salary and fringes of the awarded officer. The grantee shall match at least $10,000 in local funds or inkind match which shall be used on equipment for the SROs and/or safety equipment for the school upon which they are assigned or safety related training costs for the SROs.

8. RFP Page 15 Award Amounts

**QUESTION:**

Is this a reimbursable grant or do you receive the $10,000 per officer upon award?

*Funds are subject to appropriations by the state government. This grant will be awarded in the amount of $10,000 per officer per year at a minimum to be matched from local funds on a 50/50 matching basis.*

9. RFP Page 15, Grant Period

**QUESTION:**

Is there a liquidation time period for this grant?

*A subgrant award is made available for an approved project period up to one (1) year contingent upon the availability of continued funding, and evidence of progress as documented in the annual evaluation report (if required). The grant period is expected from July 1, 2020, through June 30, 2021, with a liquidation period ending July 12, 2021.*
Should both the "entity name" and the "organization name" be the name of our school district for Budget Forms B and C?

Yes. On both budget pages the Entity Name is the same, as the District.

QUESTION:

On Form 7, what is the difference between the title’s SRO, CEO, and SSO?

School Resource Officer (SRO) – An officer, commissioned by a local law enforcement agency or school district, who has at least three (3) years of full-time commissioned law enforcement service and is a graduate of the Basic Law Enforcement Officer Training Program and the Mississippi Department of Education (MDE) School Resource Officer Basic Course.

Campus Enforcement Officer (CEO)- An officer, commissioned by a local law enforcement agency or local school district in accordance with Miss. Code Ann. 37-7-321 who is a graduate of the Reserve Police Officer Basic Course and is assigned enforcement, Security, and safety duties.

School Safety Officer (SSO)- A security and safety specialist, employed by the school district or private security company, who has been contracted by the district to provide routine safety and security duties.

NOTE: This amendment is hereby made a part of the Mississippi Department of Education’s Request for Proposal Mississippi Community Oriented Policing Services (RFP). This document must be signed and returned with your response to the RFP to acknowledge that you received the amendment and that you have accounted for it in your response to the Request for clarification.