



School Safety Alert Grant Pilot Fund

Application Package FY 2024-25

Tennessee Department of Education | July 2024



General Information

Overview/Purpose

During the 2024 Legislative Session, [Public Chapter 994](#) established the School Safety Alert Grant Pilot Fund (“Fund”). The purpose of the Fund is to award school safety grants to local education agencies (“LEAs”), public charter schools, private schools, and church-related schools for the purchase of mobile panic alert systems described in [T.C.A. § 49-6-804\(a\)](#). The alert systems funded through the Fund must be approved by the Tennessee Department of Education (department), in consultation with the Tennessee Department of Safety.

Use of Funds

LEAs, public charter schools, private schools, and church-related schools in Tennessee are eligible to apply for these funds.

State Board of Education rule 0520-01-02.01 establishes that *“a **public school** is the basic administrative unit of a state, county, city, or special district school system, consisting of one (1) or more grade groups, one (1) or more teachers to give instruction, and one (1) principal, which school shall be subject to the statutes of the State of Tennessee and to the rules, regulations, and minimum standards of the State Board of Education (State Board).”*

Additionally, this grant provides funding to Tennessee non-public schools that are recognized under State Board of Education rule [0520-07-02](#). Interested non-public schools must be designated within one of the rule’s five non-public school categories and be recognized as doing so by the department . Information on non-public school designations can be found [here](#). For questions regarding non-public school designations, please contact Private.Schools@tn.gov.

This \$48,000 grant will recur annually and will be awarded based upon a first-come, first-served basis to the eligible schools that meet all criteria. These funds may be used to support LEA and school efforts in enhancing school safety for their students through the initial purchase of mobile panic alert devices.

The intent of the Fund is to provide LEAs/schools the opportunity to purchase mobile panic alert devices in order to allow school personnel to quickly notify emergency services in the event of a crisis. Items that fall outside the scope of the Fund, as described in [T.C.A. § 49-6-804\(a\)](#) are not eligible for funding. For items that fall outside the realm of eligibility, please consider utilizing other funding sources such as the TISA Base Fund, Public/Non-Public School Security Grant, or federal school safety grants.

Funding/Match Requirements

Funds are allocated to LEAs and/or schools based upon an even distribution across the state of \$8,000 per award (total of \$48,000) and are **NOT subject to a local match**.

Eligibility and Grant Awards

The grant will be awarded to LEAs, public charter schools, private schools, and church-related schools on a first-come, first-served basis. In order to be eligible for the funds, all required information in the grant application must be completed in full. Grant awards are limited to eight thousand (\$8,000) per school in a **fiscal year**. Subject to appropriation, **two (2) schools from each Grand Division of the state must receive the grant funding**.

The grants must be awarded as follows:

- The first grant must be awarded on a first-come, first-served basis* to the first LEA or school that applies;
- The second grant must be awarded on a first-come, first-served basis to an LEA or school that is located in a different Grand Division of this state than the **first** grant recipient;
- The third grant must be awarded on a first-come, first-served basis to an LEA or school that is located in a different Grand Division of this state than the **first** and **second** grant recipients;
- The fourth grant must be awarded on a first-come, first-served basis to the next LEA or school that applies;
- The fifth grant must be awarded on a first-come, first-served basis to an LEA or school that is located in a different Grand Division of this state than the **fourth** grant recipient; and
- The sixth grant must be awarded on a first-come, first-served basis to an LEA or school that is located in a different Grand Division of this state than the **fourth** and **fifth** grant recipients.

*Awards are based on application time stamps in ePlan. In the event of a tie, the State will exercise its discretion in making awards that best align with Public Chapter 994 and the goals of the grant.

Application Instructions

A complete grant application package includes the following items:

All LEAs, public charter schools, private schools, and church-related schools that are interested in applying for this grant **must submit an application in ePlan beginning July 22, 2024**. Only the first two complete and timely applications from each Grand Division of the state will receive the grant funding.

Note: only one application will be considered per school (so, if a school applies and the LEA of a school applies, that will count as one application for that school).

Timeline

<p>July 22, 2024 12:00 p.m. CT</p>	<p>Grant Information Released and LEAs and schools can begin submitting application requirements – School Safety Alert Grant Pilot application package will be published and completed applications that meet all established requirements will begin being reviewed and approved by the department starting July 22nd.</p>
<p>August 1, 2024</p>	<p>The department will begin notifying LEAs and/or schools of grant award status – The department will review all applications and notify all LEAs and/or schools if they have received the grant funds based upon a fully completed application in ePlan and a first-come, first-served basis. LEAs and/or schools will also be notified if grant funds were not awarded.</p>

Grant Administration

This grant is administered via [ePlan](#), the department’s online grant management system. To complete the application in ePlan, Grant Administrators will need to ensure they have access to ePlan. Grant Administrators who do not have access will need to complete this user access form for [LEAs](#), this form for [charter schools](#), and this user access form for [non-public schools](#) making sure to follow the instructions on the form. Disbursements of grant funds are made on a reimbursement basis, either monthly or quarterly, by submitting a reimbursement request in ePlan.

A complete grant application package includes the following items:

1. **Cover Page:** The cover page shall include the name of the LEA/charter school/non-public school and Grand Division (West, Middle, East). Additionally, the name, official title, email, and phone number of the person that the department should contact with questions about the grant application shall be included. Additionally, the cover page requires the address of the school to be specified.
2. **Program Details:** The following items should be provided in the program details area of the ePlan funding application:

- a. A narrative on how your LEA/school plans to utilize this grant.
- b. An estimate of how many mobile panic alert devices will be provided at the chosen school(s).

3. Assurances:

- a. Each LEA/school must acknowledge in the assurances that they plan to comply with all requirements established in [Public Chapter 994](#) and [T.C.A. § 49-6-804\(a\)](#).

4. Project Budget: The following items should be provided in the budget area of the ePlan funding application:

- a. Each line item must include an application justification.
- b. The submitted budget must not exceed \$8,000.

Once the cover page, program details, and assurances are completed, the application must be fully submitted in ePlan to be considered complete. The application must move through the following statuses in order to be considered fully submitted: Draft Completed, Fiscal Representative Approved, and Authorized Representative Approved.

The School Safety Alert Grant Pilot is subject to audit and monitoring. Each district should maintain appropriate documentation of expenditures.

If you have questions concerning the grant, please contact one of the following individuals:

- **Brian Yarbrow** – Senior Director of School Safety & Transportation
 - Email: Brian.Yarbrow@tn.gov
 - Phone: 629-259-4952
- **Mark Bloodworth** – Safe Schools Resource Manager (Public School Inquiries)
 - Email: Mark.Bloodworth@tn.gov
 - Phone: 615-806-0217
- **Bennett Wilson** – Senior Coordinator (Non-Public School Inquiries)
 - Email: Bennett.Wilson@tn.gov
 - Phone: 615-968-4347