Catalyst Grant Program
RFP Overview Webinar
Information for Interested Applicants

Tuesday, October 25, 2022
2pm-3pm ET

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Microsoft

Housekeeping Items

- Please keep yourselves muted during the presentation.

- We are recording the webinar and will post it on the grant application website.

- Cameras and microphones will remain turned off for attendees.

- For closed captioning, click the three dots at the bottom of your screen and click "turn on live captions."

- Enter questions throughout the presentation in the chat box.

Agenda

- Welcome

- Overview of Catalyst Grant Program

- Guidance on Types of Projects

- Proposal Application Process

- Selection Process

- Attendee Questions

Urban Institute Catalyst leadership

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Welcome from Microsoft

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Tech for Social Impact Team
A full team of experts including a
Project Manager, Customer Success Managers,
and Cloud Solution Architects

Microsoft

Helping organizations use data and technology to advance racial equity and reform at the front end of the adult criminal legal system.

Overview of Catalyst Grant Program

Grant Program Goals

- Create a space for locally embedded nonprofit organizations to implement data- and technology-focused projects to advance racial equity and reform in the criminal legal system in the focus areas of prevention, policing, and prosecution.

- Enhance the technological and data capacity of nonprofit organizations focused on promoting justice and racial equity through expert assistance, peer-learning opportunities, and financial support.

- Disseminate innovative practices and lessons learned during implementation to stakeholders throughout the criminal legal reform community.

Benefits and Resources for Awardees

- Funding award of $40,000 to support project implementation expenses during the performance period

- Light-touch expert assistance on data, policy, and community engagement from Urban as needed

- Access to Microsoft technology for nonprofits and related support as needed

- Virtual peer-learning opportunities with Urban, Microsoft, and other awardees

- Amplification of awardees' work through public-facing communications such as blogs, webinars, or conference panels

Lead Organizational Eligibility

- <u>Lead</u> applicants must be:

    - a nonprofit organization with 501(c)(3) status

    - based in the United States

    - locally embedded in the community of focus

- Each organization can submit only **<u>one</u>** proposal

- Lead applicants may include <u>partner</u> organizations of various types in their proposal (see next slide)

- Universities cannot be lead applicants, but they can be partner organizations.

Partner Organizations

- A partner is any group or individual outside of the lead applicant organization that is providing staff or expertise necessary to key project tasks or deliverables, whether paid or unpaid

- Eligible partners: local, national, or global nonprofits (with or without 501(c)(3) status), colleges or universities, local or state governments, for-profit organizations, individuals, and current Microsoft grantees.

  - Any of the above eligible partners can receive funding as part of the grant except local and state governments and their employees; they can be partners in proposed projects but cannot receive funds.

- All partner organizations or individuals playing <u>key</u> roles in the activities must be identified at the time of the application

- As part of the application, you must provide **a letter of support from partners**, whether organizations or individuals, that confirms their participation consistent with their role in the proposed activities.

Guidance on Types of Projects

Proposed projects and activities must:

- Advance racial equity and reform at the front end of the criminal legal system in at least one of the three areas of focus: (1) prevention; (2) policing; or (3) prosecution

- Focus on adults (18 and older)

- Incorporate data and technology

- Be locally focused, meaning focused on a specific neighborhood, city, county, or tribal area where the lead organization is already embedded

Grants will <u>not</u> be given to projects that specifically focus on:

- people under 18 years of age

- people who are currently incarcerated

- people returning from incarceration; or

- activities at the state or national level
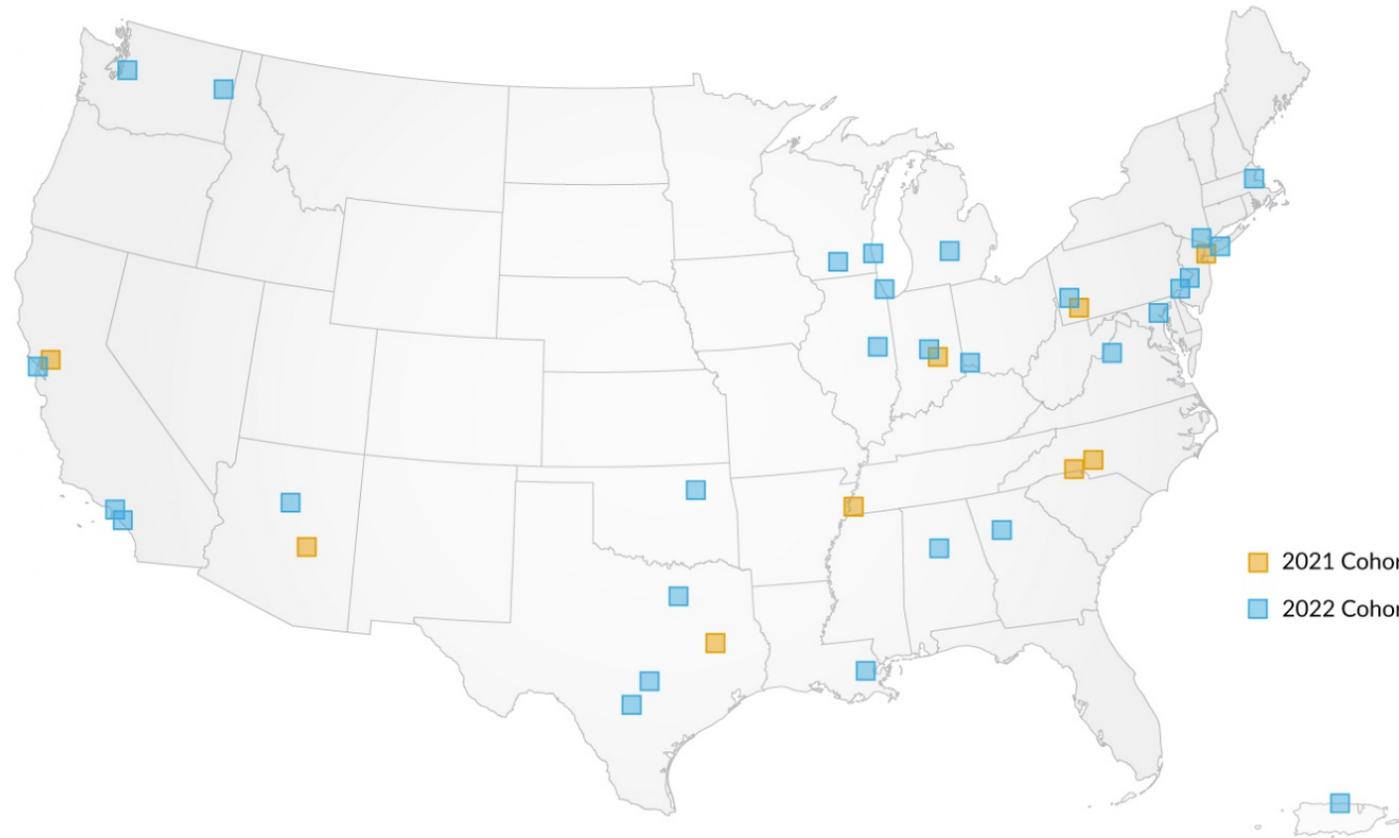
Ways to Incorporate Data and Technology

- Data Acquisition

  - Collecting, extracting, cleaning

- Data Analysis

  - Descriptive statistics, calculating point-in-time statistics, examining disparities by race or geography, interpreting indicator trends

- Data Visualization and Design

  - Designing online tools, automating fact sheets, designing data-focused education and engagement materials

- Technology Development and Implementation

  - Setting up an Application Programming Interface (API), creating an app, customizing technology to help with program operations such as intake

Example Data and Tech Activities
A Full List is in the RFP - Other Creative Ideas Welcome!

Inform and organize communities	Train community members on how to use public sources of criminal legal system data	Create and/or launch data-informed education campaigns for your community to highlight criminal justice system disparities	Use technology to collect, organize, or share primary data on experiences of people in your area most affected by racial and ethnic disparities in the criminal legal system
Facilitate justice reform among government actors	Develop and/or implement data-driven reports and recommendations to inform government policy or the decision-making of local elected officials and agency staff	Work with local government to demonstrate the need and value of investing in criminal legal system data and in making such data public and usable	Collect, organize, and/or analyze data related to identifying or raising awareness of racial and ethnic disparities in the criminal legal system
Support program operations, monitoring, or performance management	Improve one or more aspects of data management (extraction, transformation, loading, quality assurance, cleaning, etcetera) with technology	Analyze program data to improve your organization's capacity to address racial and ethnic disparities prevention, policing, and prosecution	Use technology to improve a process in program operations that is inefficient, inaccurate, or perpetuates racial bias

Get inspiration from our past and current grantees!

- 2021 Cohort
- 2022 Cohort

https://www.urban.org/catalyst-grant-program

Microsoft Technology Benefits Available

- The use of Microsoft technology in your project is not required in this program

- However, projects that use Microsoft technology in ways that are integral to the proposed data and technology activities will be eligible for additional in-kind technology access and support

- See Appendix B of the RFP for details (and next slide on how to learn more)

- Examples: Excel/ Excel Power Query; Power BI; Microsoft Forms; Azure; or PowerApps

Microsoft Workshops

- RSVP to attend one of Microsoft's workshops where they will demonstrate relevant technologies and provide an overview of the additional in-kind technology access and support offered to those using Microsoft technology for their projects. This will include examples related specifically to nonprofits.

  - Thursday, October 27, from 3-4pm EST

    - Registration link: aka.ms/catalystgrantsession1

  - Wednesday, November 2, from 2-3pm EST

    - Registration link: aka.ms/catalystgrantsession2

- Interested organizations should consider having data or technology staff participate in the workshop (e.g., IT personnel, data scientists, program evaluators, program managers) in addition to whoever will be drafting the proposal.

Proposal Application Process

Proposal Application Process

- Submit via Catalyst Grant Program application website by 8:00pm EST on Friday, December 2, 2022

- No late submissions accepted; submit early to avoid technical problems

- Applicants will need to register on the website AND answer a set of questions about eligibility <u>before</u> creating an application, which will verify 501(c)(3) status and other criteria

- Once started, you can save your application as a draft and return to complete later.

We encourage interested lead organizations to register and confirm eligibility as soon as possible.

Catalyst Grant Program

Request for Proposals and Application

Racism and racial biases are deeply embedded in the criminal legal system, leading to disproportionate harm to communities of color. People of color, particularly Black people, experience arrests and vehicle and pedestrian stops at higher rates than white people. Moreover, Black people are detained at higher rates than white people and incarcerated for longer periods. Even brief incarceration can result in lost employment and housing, burdensome fines and fees, and destabilized family relationships. Criminal legal system involvement exacerbates existing challenges for many people of color and contributes to a compounding cycle that criminalizes them.

Proposal Structure

- Part 1: Organizational and project information

- Part 2: Narrative questions on your proposed project demonstrating

  - Alignment with advancing racial equity and reform in the criminal legal system

  - Substantial and clear use of data and/or technology

  - Organizational and staff capacity and connections to community of focus

  - Feasibility (including timeline and budget)

  Note: The answers to the narrative questions total about 5 pages.

- Part 3: Budget template (**<u>must</u>** use provided Excel file) and narrative

- Part 4: Additional organizational information (not for eligibility or scoring)

Budget Template and Narrative

- You **must** use our provided Excel budget template, which you will upload to the application website

- The budget narrative must provide bullets that correspond to the line-item cost components in your uploaded budget spreadsheet.

  - Salaries/Wages

  - Subcontracts/Consultants

  - Hardware Costs

  - Software Costs

  - Other Direct Costs

  - Overhead Costs (not to exceed 20%)

  - Funding Sources other than the Catalyst Grant

Allowable Use of Funds

- Staff salaries to undertake project activities; internship or fellowship stipends; or payments to consultants or partner organizations for project activities

- Fees for data and technology training relevant to project activities

- Meeting costs and supplies

- Other direct project expenses (i.e., hardware, software licenses, etc.)

- Up to 20% of funds may cover overhead expenses

- Funds may not be used for political activities

Selection Process

Selection Process

- Around 30 organizations will be selected for awards

- Seeking a balanced cohort that represents:

  - A mix of the three criminal legal system focus areas (prevention, policing, and prosecution)

  - Use of data and technologies in varied ways

  - Places large and small, urban and rural, and from various regions of the country

- Given communities of color, particularly Black people, are the most affected by inequities in the justice system, the Catalyst Grant program strives to prioritize funding organizations that have people of color in leadership positions and organizations with trusted relationships with communities of color.

Selection Criteria

- Alignment with the grant program's goals of advancing racial equity and reform in the criminal legal system

- Alignment with goals for integral use of data and/or technology within the project

- Organizational/staff capacity and connections with local communities of focus

- Feasibility (including timeline and budget)

Timeline and Resources

Timeline

Email questions during the application period to catalystapplications@urban.org

Milestone	Date
Microsoft technology webinar	October 27 and November 2
Deadline for submitting substantive questions	November 23, 8:00 pm Eastern Time
Proposal submission deadline	**December 2, 8:00 pm Eastern time**
Notice of decision to applicants	April 2023
Project Activities	May 2023–December 2023 • Preparation phase: May 2023–June 2023 • Project execution (with expert assistance and cohort activities): July 2023–December 2023

Learn More

- All RFP materials at https://catalystapplications.urban.org

- Microsoft workshops on October 27 and November 2

- Recordings of this webinar and the workshops will be posted a day or two after event dates

- For questions, email catalystapplications@urban.org

- FAQs will be updated on a regular basis (substantive questions due by November 23 , 8:00 pm ET).

- Urban will answer any technical questions about submission until the deadline.

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Attendee Questions
Please put your questions in the chat

Thank you for joining us today!

If you have any follow up questions, please e-mail catalystapplications@urban.org