

**Request for Proposal  
Community Prevention  
Partnerships Program (CPPP)  
Cohort**

2026 – 2027

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# Request for Proposal (RFP) Timetable

- RFP Released: Monday, January 12th, 2026
- Virtual Lunch & Learn: Wednesday, January 28th, 2026, from 11:30 AM to 12:30 PM CST
- Proposals Due: Friday, February 27th, 2026, at 5:00 PM CST
- Notification of Award: Friday, March 13th, 2026
- Contract Finalization: Friday, April 3rd, 2026
- Grant Start Date: Monday, April 6th, 2026

## Purpose

The Community Prevention Partnerships Program (CPPP) grant seeks to reduce the rates of sexual violence victimization by increasing the number and effectiveness of community-level, primary prevention efforts in Minnesota. The purpose of this Request for Proposal (RFP) is to solicit proposals from MNCASA member programs to build capacity for primary prevention programming. Eligible member programs must be currently implementing both direct services responses to victims/survivors and primary prevention efforts in their communities. This dual focus is identified as a grant priority to balance and strengthen primary prevention programming at response-based advocacy organizations. Training, technical assistance, and other forms of support will be provided to sub-grantees by MNCASA to build capacity for primary prevention programming.

**Primary Prevention** is defined as strategies and approaches that aim to stop harm and violence before it ever has the chance to happen in the first place.

## Eligibility

- Be a current MNCASA Partner Program Member.
- MNCASA member programs currently implementing both direct services responses to victims/survivors and primary prevention programming.
- Project proposals must focus on preventing sexual violence before it happens by working with communities to address the underlying reasons it occurs, including forms of discrimination and oppression.
- *Please note:* MNCASA member programs who have previously received prevention grants – including past CPPP funds, prevention mini-grants, and more – are still eligible for these funds.

## Grant Period & Funding

Total funds available	\$260,000
Funded projects	MNCASA will award 3 to 4 sub-grantees for an average of \$65,000 per award. Proposed budgets should range from \$50,000 to \$85,000,
Grant period	April 6, 2026, to August 31, 2027

## Project Priorities

MNCASA seeks to fund programs that have an established foundation of direct services and primary prevention efforts. An established prevention program means consistent, ongoing efforts in your local community rather than occasional one-time trainings. MNCASA’s approach to the primary prevention of sexual violence is broad and creative. We encourage applicants to propose projects that engage both youth and adults in their communities. For resources and more information on community-level primary prevention strategies that address root causes of sexual violence and the intersections of oppression, refer to the following:

- [What is Prevention? - Minnesota Coalition Against Sexual Assault](#)
- [About Violence Prevention | Violence Prevention | CDC](#)
- [Oppression & Sexual Violence | PCAR](#)
- [Sexual Violence and Oppression](#)

## Commitment to Centering Prevention Organizationally

Building capacity for the primary prevention of sexual violence requires structural change, particularly at organizations focused on direct service responses. While projects will emphasize roles related to primary prevention, staff will need to collaborate with fellow colleagues across programmatic areas of the organization. This may include direct service advocates, systems change advocates, leadership, administrative personnel, and more. These efforts will allow sub-grantees to integrate, rather than silo, prevention programming across the organization.

## **Project Evaluation**

Sub-grantees will benefit from having evaluation support and expertise from a contracted evaluator in this grant. Sub-grantees will have the opportunity to work in close collaboration with MNCASA's evaluation consultant. Evaluation services are part of the award and sub-grantees are required to evaluate their project. Project evaluation allows sub-grantees to understand, verify, or increase the effectiveness of their prevention programming. Although sub-grantees will be required to evaluate efforts of sexual violence prevention capacity building, evaluation for sub-grantees may also include developing an evaluation plan, developing data collection tools, collecting, and analyzing data, and more.

## **Target Populations**

Programs are required to identify target populations they intend to serve for their proposal. Applicants will need to describe how programming is culturally informed, community-based, and engages with the target population.

## **Collaborative Partnerships**

Sub-grantees are encouraged, but not required, to engage in collaborative partnerships with local, regional, and statewide organizations. Mutually beneficial and intentional relationships are key components of community-level prevention. MNCASA can help sub-grantees build connections to enhance prevention programming and capacity. Sub-grantees are required to collaborate with MNCASA as their technical assistance provider on this grant.

## **Sustainability**

MNCASA aims to fund projects that have a strong vision for sustainability throughout the 17-month funding cycle and beyond. In collaboration with MNCASA, sub-grantees will determine strategies for capacity and sustainability building. This may include shifts in organizational structures, reviewing program practices and policies, and more. Projects should identify activities that seek to uplift and deepen sustainability efforts.

## Geographical Diversity of Sub-grantees

MNCASA is committed to ensuring awarded projects are representative of the different geographical locations across the state of Minnesota. This ensures that sexual violence primary prevention funds are present and accessible in many regions. Furthermore, this also allows sub-grantees to learn from and collaborate with programs from diverse geographical locations.

## Commitment to Anti-Oppression

Ending sexual violence requires ending all forms of discrimination. When we challenge oppression, like sexism, racism, and ableism, we create safer and more just communities for everyone. MNCASA is seeking projects that address various forms of discrimination.

## Grant Requirements & Guidance

### Source of Funds

In 2014, the Governor and the legislature approve the appropriation of \$300,000 in the Public Safety Budget, to be distributed via grants to sexual assault advocacy organizations, for Supplemental Community Prevention Partnerships grants. In 2015, the legislature clarified that these funds would address preventing the initial victimization or perpetration of sexual assault. In 2022, the legislature amended language to specify that the grant is reserved for statewide organizations to provide subgrants, support, resources, and technical assistance to sexual assault programs. The Minnesota Office of Justice Programs (OJP) oversees these funds.

All sub-grantees are required to follow the rules and responsibilities outlined in the [Office of Justice Programs Grant Manual](#). Sub-grantees are responsible for reading and understanding these requirements to ensure they are complying with the grant.

### Funding Restrictions

All funding is contingent upon available dollars each year. MNCASA reserves the right to increase or decrease the award levels and scope of individual contracts during the contract period and/or reconfigure the project model at any time during the funding cycle based on the conditions noted here or a lack of adequate performance on the part of the sub-grantee.

This award will be on a reimbursement basis. Funds must be expended by the end of the award period (August 31, 2027) and may be used only for approved expenses. Grant funds are generally allowed for personnel services and fringe benefits, supplies, grant-related travel, and other grant-related costs. Please review the OJP Grant Manual and the [OJP Community Crime Intervention and Prevention Budget Allowability Guide](#) for further information. Matching funds are not required. Indirect costs of up to 15% are allowable under this grant following OJP's guide [OJP Indirect Cost Rate Info](#). Sub-grantees are required to make a budget revision if the original approved budget no longer aligns with programming. Budget revisions are required if sub-grantees want to create a new budget category, exceed an existing category by more than 10% (or \$200, whichever is higher), or when significantly revising the detail within a budget category.

## Unallowable Expenses

MNCASA aims to promote flexibility for recipients to utilize funds in ways that will be the most impactful for their communities. However, there are restrictions that both MNCASA and sub-grantees must abide according to the OJP Grant Manual. The following are some, but not all, examples of unallowable expenses that will not be funded. If you have questions about whether specific expenses are allowable, please contact: [prevention@mncasa.org](mailto:prevention@mncasa.org). Please refer to the OJP Grant Manual for further information.

Funds may not be used for:

- Food and beverages
- Negative PTO
- Audit
- Lobbying activities
- Membership fees to organizations whose primary activity is lobbying.
- Consultant/speaker fees in excess of \$650/day or over \$81.25 per hour, unless approved.
- Fundraising
- Clinical care
- Construction
- Compensation and travel expenses of federal employees
- State and local sales tax
- Costs incurred outside of the grant period
- Corporate formation
- Fines, late fees, and penalties incurred by sub-grantee.
- Direct counseling, treatment, or advocacy services to victims or perpetrators
- Expenses for a hotline or crisis line
- Lease of passenger vehicles
- Media or awareness campaigns that exclusively promote where to receive victim services.
- Reimbursement of pre-award costs
- Renovations

## Sub-Grantee Responsibilities

To remain recipients of the CPPP grant, sub-grantees will be required to fulfill routine responsibilities. These include, but are not limited to, quarterly meetings, participating in orientation, building partnerships, and completing financial and narrative reporting.

## Reporting Requirements

Sub-grantees will be required to maintain all financial records and supporting documentation for grant expenditures. This includes consistent fiscal reporting, adequate administrative support including standardized procedures and forms, and communication with MNCASA. This is to ensure that projects are implemented successfully and in alignment with OJP reporting guidelines. Potential applicants are encouraged to review the [OJP Grant Manual](#) to review reporting requirements. Sub-grantees will be required to submit monthly fiscal reports and other routine budgetary and accounting management records. Monthly reimbursement requests should be submitted to MNCASA in an invoice format to include all approved and allowable expenses for the project. MNCASA reserves the right to request additional documentation as needed to ensure that expenses are allowable and align with project activities. Sub-grantees should maintain financial records, including:

- **Financial Reporting** – Tracking of funds, development and consistent reviews of project budget, development of invoices, financial status reports (FSRs), development of vendor and consultant contracts.
- **Source Documentation** – Payroll records, time tracking logs, receipts of grant expenditures, vendor and consultant contracts and invoices.
- **Record Retention** – Grant ledgers, personnel and payroll records, invoices and time tracking logs, bank statements, copies of grant awards. Per OJP grant rules, records must be kept for 6 years after the grant ends.
- **Grant Records** – Grant agreement, amendments to grants or contracts, narrative progress reports, support documentation.

In addition to financial reporting, sub-grantees are also required to complete routine progress reports. Progress reports identify how sub-grantees are achieving grant deliverables, how many participants sub-grantees are reaching, impact of evaluation methods, details on successes and challenges, and more. Sub-grantees will receive orientation, training, and support from MNCASA to ensure reporting requirements are fulfilled and in compliance with OJP guidelines.

## **OJP Desk Audits**

Sub-grantees may be required to provide records to MNCASA in the case of an OJP desk audit.

## **Quarterly Meetings (virtual or in-person)**

Sub-grantees will meet with MNCASA on a quarterly basis. This may include site visits. The purpose of these meetings is to provide programmatic updates, discuss technical assistance needs, strengthen collaboration, address administrative and financial priorities, and more. In-person site visits may include a financial audit to ensure that sub-grantees are maintaining records and documentation for all grant-related expenses. Sub-grantees will be required to discuss progress on the project, grant reporting, evaluation results and needs, and challenges and successes.

## **Cohort Model**

A critical focus of the CPPP grant is to develop connections between each of the sub-grantees through a Cohort Model. Each sub-grantee will represent different geographic locations, serve different target populations, and will implement various primary prevention strategies. Collectively, all sub-grantees will have valuable expertise, wisdom, and lessons learned to share with one another. Engaging in the Cohort Model may include attending annual cohort meetings, communicating with fellow sub-grantees, and more.

## **Orientation & Technical Assistance**

To ensure sub-grantees are aware of roles, responsibilities, and requirements, sub-grantees will need to participate in an orientation process with MNCASA. Orientation will include training on foundational concepts of prevention, required forms and documentation for monthly finances, how to conduct quarterly narrative reports, and more. In addition to this support, sub-grantees will also have access to technical assistance from MNCASA. It is MNCASA's role and responsibility to provide CPPP sub-grantees with training and technical assistance to build capacity for the primary prevention of sexual violence. Sub-grantees may also request training and technical assistance from MNCASA's evaluation consultant.

## Application Process & Procedures

Applicants are required to fully complete and submit two documents for their proposal.

1. Applicant Project Narrative & Project Workplan
2. Applicant Project Budget & Narrative

Applicants may reference the CPPP Scoring Rubric that will be used to review each proposal.

## Proposal Submittance Procedures

Applicants must submit one electronic copy of their proposal, including both required documents, via email no later than 5:00 PM CST on Friday, February 20th, 2026. Proposals must be emailed to [prevention@mncasa.org](mailto:prevention@mncasa.org).

For questions related to the CPPP RFP, applicants can email: [prevention@mncasa.org](mailto:prevention@mncasa.org).