



Use of Force Grant

Fiscal Year 2026 Application Instructions

Minnesota Session Laws 2025 Ch 35, Art 2, Section 9

Important Dates:

Application Available: November 24, 2025

Application Submission Deadline: Application will remain available until all funds have been exhausted

Award Notice to Applicants: First awards expected to be issued by December 2025

Project Period: Grant Contract effective date through June 30, 2027

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About the Office of Higher Education

The Minnesota Office of Higher Education is a cabinet-level state agency providing students with financial aid programs and information to help them gain access to postsecondary education. The agency also serves as the state's clearinghouse for data, research and analysis on postsecondary enrollment, financial aid, finance and trends.

The Minnesota State Grant Program is the largest financial aid program administered by the Office of Higher Education, awarding more than \$224 million annually in need-based grants to Minnesota residents attending eligible colleges, universities and career schools in Minnesota. The agency oversees other state scholarship programs, tuition reciprocity programs, a student loan program, Minnesota's 529 College Savings Plan, licensing and early college awareness programs for youth.

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Grant Overview

The Minnesota Office of Higher Education (OHE) is responsible for administering the Use of Force Training (UFT) grant program. The state law governing the grant program is in Minnesota Session Laws 2025 Chapter 35, Art. 2, Sec. 9. (<https://www.revisor.mn.gov/laws/2025/0/Session+Law/Chapter/35/>) which appropriates \$250,000 to OHE to award grants to postsecondary institutions for providing in-service training programs on the use of force, including deadly force, by peace officers.

Funding Availability

A total of \$243,750 is available to reimburse eligible postsecondary institutions for providing eligible training to eligible peace officers.

Funding	Estimate
Estimated Amount to Grant	\$243,750
Estimated Number of Awards	4
Estimated Maximum	\$50,000
Estimated Minimum	N/A

- Applications will be reviewed in the order in which they are received.
- Grants will be awarded based on application complete date until all available funds are exhausted.
- If all funds are not awarded to eligible applicants or additional funds otherwise become available, OHE will notify grantees of the possibility of increasing the award amount through a grant contract agreement amendment which may require additional reporting and grant monitoring.
- If selected, a grantee may only incur eligible expenditures when the grant contract agreement is fully executed and the grant has reached its effective date. OHE is not permitted to make an exception to this rule.

Eligibility

Eligible Applicant

Eligible applicants must meet all of the following:

- Be a Postsecondary Institution
- Be a Certified Peace Officer Education (PPOE) School through the Minnesota Board of Peace Officer Standards & Training (MN POST Board)
- Provide eligible training on the use of force by peace officers approved by the MN POST Board

Eligible Training

To be eligible, the training provided by an eligible applicant must:

- Satisfy the requirements of MS 626.8452 (<https://www.revisor.mn.gov/statutes/cite/626.8452>) and be approved by the Board of Peace Officer Standards and Training;
- Utilize scenario-based training that simulates real-world situations and involves the use of real firearms that fire nonlethal ammunition;
- Include a block of instruction on the physical and psychological effects of stress before, during, and after a high-risk or traumatic incident and the cumulative impact of stress on the health of officers;
- Include blocks of instruction on de-escalation methods and tactics, bias motivation, unknown risk training, defensive tactics, and force-on-force training; and
- be offered to peace officers at no charge to the peace officer (as defined in MS 626.84, Subd. 1, paragraph (c)) or law enforcement agency (as defined in MS 626.84, Subd. 1, paragraph (f)).

Minimum Requirements

Applicants must meet the minimum requirements to be fully considered for this grant opportunity.

Applicants must submit the following items:

- Complete Application that includes a Work Plan and Budget available at:
<https://forms.office.com/g/ZkK1aaLggS>
- Financial and Applicant Capacity Review, if applicable

Application, Review, and Award Process

Application Process

All applicants must apply using the application at: <https://forms.office.com/g/ZkK1aaLggS>

- Applicants may only submit one application
- Applications may be submitted at any time
- When grant funds have been exhausted, the application will no longer be available

The Application includes the following sections which must be completed for it to be submitted:

- Applicant Information
 - Name, address, and other information for the postsecondary institution applying for the grant
- Grantee Authorized Official Information
 - Contact information for the grantee staff that will be responsible for the day-to-day administration of the grant including reporting, invoicing, and other grant related activities

- Grantee Authorized Signatory Information
 - Contact information for the grantee staff who is authorized to sign the grant contract
- Work Plan
 - Description of the planned training
 - Affirmation that it meets the eligible training definition
- Budget
 - Provides the number of peace officers the applicant plans to train
 - This number is used to determine the grant amount requested based on the rate of \$450 for every peace officer the applicant plans to train

Review Process

OHE Staff will review the application to ensure the applicant meets eligibility and minimum requirements. Then, OHE Staff will confirm the applicant's eligibility with the MN POST Board.

Award Process

Applicants with a complete application who are determined to be eligible by OHE Staff will be awarded on a first-come, first-awarded basis based on the application complete date.

Applications may be denied, awarded at a reduced amount, or awarded at the requested amount based on available grant funds.

If awarded, a grantee may only incur eligible expenditures when the grant contract agreement is fully executed and the grant has reached its effective date. OHE is not permitted to make an exception to this rule.

If all funds are not awarded to eligible applicants or additional funds otherwise become available, OHE will notify grantees of the possibility of increasing the award amount through a grant contract agreement amendment which may require additional reporting and grant monitoring.

Technical Assistance

Technical assistance is available for interpreting instructions or preparing proposals by emailing gwi.ohe@state.mn.us. Please review all available materials before emailing your inquiry.

Conflicts of Interest

OHE takes steps to prevent individual and organizational conflicts of interest, both in reference to applicants, reviewers, and administrators per Minnesota Statute §16B.98, Subdivision 2-3 (<https://www.revisor.mn.gov/statutes/cite/16B.98>), Conflict of Interest Policy for State Grant-Making 08-01 (<https://mn.gov/admin/government/grants/policies-statutes-forms/>), and OHE Grant Administration policies.

Organizational conflicts of interest occur when:

- a grantee or applicant is unable or potentially unable to render impartial assistance or advice to OHE due to competing duties or loyalties
- a grantee's or applicant's objectivity in carrying out the grant is or might be otherwise impaired due to competing duties or loyalties

In cases where a conflict of interest is in question or disclosed, the applicants or grantees will be notified and actions may be pursued, including but not limited to, revising the grant work plan or grantee duties to mitigate the risk, requesting the grant applicant to submit an organizational conflict of interest mitigation plan, disqualification from eligibility for the grant award, amending the grant, or termination of the grant contract agreement.

Public Data

Per Minnesota Statutes 13.599 Grants (<https://www.revisor.mn.gov/statutes/cite/13.599>),

- Names and addresses of grant applicants and amount requested will be public data once proposal responses are opened.
- All remaining data in proposal responses (except trade secret data as defined and classified in Minnesota Statutes 13.37 General Nonpublic Data (<https://www.revisor.mn.gov/statutes/cite/13.37>)) will be public data after the evaluation process is completed. For purposes of this grant, data will be considered public when all the grant contract agreements have been fully executed.
- All data created or maintained by OHE as part of the evaluation process (except trade secret data as defined and classified in Minnesota Statutes 13.37 General Nonpublic Data) will be public data after the evaluation process is complete (for the purposes of this grant, when all grant agreements have been fully executed).

Required Financial and Applicant Capacity Review

Only applicable to business entities, nonprofit organizations, and political subdivisions. Tribal Nations, University of Minnesota and Minnesota State Colleges and Universities are not subject to the financial and applicant capacity review.

In alignment with Minnesota Statute §16B.981, Minnesota Session Laws Chapter 62, Article 7, Section 11, Subdivisions 2-5 (<https://www.revisor.mn.gov/laws/2023/0/Session+Law/Chapter/62/>) and OHE policies require applicable applicants to undergo a risk assessment prior to grant award to determine whether a risk mitigation plan and/or enhanced oversight is required to responsibly award the grant.

Business entities will complete the following review components:

1. Capacity Response
2. Certification of No Felony Financial Crime
3. Certifications of Good Standing with Secretary of State
4. Business Entity Financial Documents

Nonprofit organizations will complete the following review components:

1. Capacity Response
2. Certification of No Felony Financial Crime
3. Certifications of Good Standing with Secretary of State
4. Nonprofit Organization Financial Documents

Political subdivisions will complete the following review components:

1. Capacity Response
2. Certification of No Felony Financial Crime

Applicants who are required to submit financial documents as part of the review process, must adhere to the following based upon requested grant amount:

- Grant Request Amount: Less than \$50,000
 - Financial documents representing most recently completed year (1 year total)
- Grant Requested Amount: \$50,000 or higher
 - Financial documents representing most recently completed three years (3 years total)

Addressing Substantial Risks

The submission of inaccurate or misleading information may be grounds for disqualification from the grant contract agreement award and may subject an organization to suspension or debarment proceedings, as well as other remedies available to the State, by law.

Based on Minnesota Statute §16B.981, Minnesota Session Laws Chapter 62, Article 7, Section 11, Subdivision 2-5 (<https://www.revisor.mn.gov/laws/2023/0/Session+Law/Chapter/62/>), if the risk assessment identifies substantial financial, organizational, capacity, and/or management risks, OHE may:

- Provide or require enhanced grant oversight
- Request additional information from applicant to determine whether there is a substantial risk that the applicant cannot or would not perform the required duties of the grant agreement
 - The applicant has 15 calendar days to respond
- Develop a plan to address the risk or concerns identified
- Not award the grant
 - The granting agency must provide notice of the determination to not award the grant to the applicant and the Commissioner of Administration

- The notice must include the following:
 - The reason for postponing/not awarding the grant
 - The timeline for the process for contesting the agency's decision

OHE has the authority to not award a grant based on its review. OHE must notify the applicant and the Commissioner of Administration and provide sufficient information to explain and support the decision. The applicant may contest OHE's decision within 30 calendar days of the agency's notification.

If the applicant is required to complete the Financial and Applicant Review process, OHE Staff will notify the applicant.

Grant Provisions

The authority to administer this program as well as the funds to make awards under it are provided in appropriations law. The appropriations law governing this grant is Minnesota Session Laws 2025 Chapter 35, Art. 2, Sec. 9. (<https://www.revisor.mn.gov/laws/2025/0/Session+Law/Chapter/35/>).

Office of Grants Management – Grant contract agreement templates are available for review online at <https://mn.gov/admin/government/grants/policies-statutes-forms/>.

Orientation

Following award notification, OHE will host a virtual mandatory orientation for each grantee. Supportive or partnering entities involved in the success of the program are encouraged but not required to attend orientation. The purpose of orientation is to prepare grantees for the grant process and encourage strategic planning.

Work Plan

The Work Plan provided in the application process will be serve as the initial Work Plan referred to in the Grant Contract Agreement. The grantee can make changes within the scope of the project but must consult with OHE prior to making changes to the Work Plan.

Budget

The initial Budget referred to in the Grant Contract Agreement is calculated based on the number of peace officers the grantee indicated they planned to train in the application. Grantees may request reimbursement of \$450 for every peace officer who completes the training up to the amount listed in the Budget. If at any time, the grantee determines they will be training more or less peace officers than indicated on the application, the grantee must notify OHE to determine if the grant Budget needs to be adjusted and a grant contract agreement amendment is necessary or possible.

Business with the State

A grantee must register as a vendor with the State of Minnesota's SWIFT System (<https://mn.gov/mmb/accounting/swift/>) prior to executing a grant contract with OHE. The grantee's federal tax identification number is required to complete registration. Contracts and grant reimbursement will be processed through the SWIFT vendor portal. Grantees who are already registered as vendors but do not remember information, should contact Minnesota Management and Budget (MMB) vendor helpline at (651) 201-8106 or efthelpline.mmb@state.mn.us.

Grant Contract Agreement

Each grantee must formally enter into a grant contract agreement. The grant contract agreement will address the conditions of the award, including implementation for the project. A grantee must have an effective contract prior to incurring expenditures. Grantees should read the grant contract agreement, sign, and once signed, comply with all conditions of the grant contract agreement. The grantee authorized official and OHE financial services staff must sign the grant contract through an electronic system as determined by the Agency. The grant becomes effective when the grant contract agreement is fully executed, the contract has reached the effective date, and the State's authorized official has notified the grantee that work may commence. Grantees can only incur eligible expenditures upon the grant contract effective or execution date, whichever is later. Expenditures incurred prior are not eligible for reimbursement through the grant. The grantee will be legally responsible for assuring implementation of the work plan and compliance with all applicable state requirements including worker's compensation insurance, nondiscrimination, data privacy, budget compliance, and reporting.

Accountability and Reporting

Grantees must adhere to all accountability and reporting requirements. Grant reimbursement and future grant eligibility is contingent upon fulfillment of requirements.

Grant Payments

Per Office of Grants Management Policy 08-08, OHE will process payment requests through a method of reimbursement. Grantees must provide a listing of the peace officers who completed the planned training referred to in the Work Plan. This listing must include the peace officer's name and license number.

Grant Financial Reconciliation

All grantees are required to undergo Financial Reconciliation for expenditures at least once during the grant period before final payment is made. Financial Reconciliation may be conducted on a more frequent basis. The process involves reconciling a grantee's reimbursement request for a given period with supporting documentation for that request.

Grant Reporting

Grantees must complete all reporting as required by OHE. Grantees are required to submit quarterly progress reports to OHE. The actual reporting schedule will be detailed in the executed grant contract agreement.

Grant Monitoring

Minnesota Statutes 16B.97 and Office of Grants Management Policy 08-10 Grant Monitoring (<https://mn.gov/admin/government/grants/policies-statutes-forms/>) and OHE Grant Administration Policies require the following:

- One monitoring visit during the grant period on all state grants of \$50,000 and higher
- Annual monitoring visits during the grant period on all grants of \$250,000 and higher

In circumstances of OHE not being required to monitor a grantee based upon the above scenarios, OHE will consider requests from grantees to conduct monitoring services.

OHE will base monitoring schedules upon the availability of staff and grantee. To the extent possible, monitoring will be conducted at the location of the grantee and will occur within six months of the contract effective date.

Grantee Performance Evaluation

Prior to the closeout of the grant, OHE will evaluate the performance of all grantees. OHE includes the following information in the evaluation process:

- Grantee name, grant amount, start and end dates of the grant period award, and amount of grant paid to grantee
- Grant description, purpose, and proposed grant outcomes
- Description of actual grant outcome
- Compliance with reporting requirements
- Grant monitoring visits and financial reconciliation results, if applicable
- If applicable:
 - Additional conditions placed on the grant as part of the pre-award risk assessment process
 - If there were any fraud, waste, or abuse concerns
 - If the grant was terminated for cause
- Significant changes that arose during the grant award period
- Status of any financial/audit concerns involving the grantee

Evaluations of grantee performance for grant contract agreements over \$25,000 must be provided by OHE to the Minnesota Department of Administration. In addition, OHE will share grantee performance evaluations with

other state agencies upon request. Evaluations are considered public per Minnesota Statute 13.599 Grants (https://www.revisor.mn.gov/statutes/cite/13.599?keyword_type=all&keyword=13.599).

OHE considers past grantee performance before awarding subsequent grants to grantees.

Audits

Per Minnesota Statutes 16B.98 Grants Management Process, Subdivision 8 (<https://www.revisor.mn.gov/statutes/cite/16B.98>), the grantee's books, records, documents, and accounting procedures and practices of the grantee or other party that are relevant to the grant or transaction are subject to examination by the Commissioner of Administration, the state granting agency and either the legislative auditor or the state auditor, as appropriate. This requirement will last for a minimum of six years from the grant contract agreement end date, receipt, and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

Non-Transferability

Grant funds are not transferrable to any other entity. Grantees that become aware of any mergers, acquisitions, or any other changes in their organization or legal standing, must disclose this information to OHE as soon as they become aware.

Affirmative Action and Non-Discrimination

- The grantee agrees not to discriminate against any employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status in regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age in regard to any position for which the employee or applicant for employment is qualified. [Minn. Stat. §363A.02](#). The grantee agrees to take affirmative steps to employ, advance in employment, upgrade, train, and recruit minority persons, women, and persons with disabilities.
- The grantee must not discriminate against any employee or applicant for employment because of physical or mental disability in regard to any position for which the employee or applicant for employment is qualified. The grantee agrees to take affirmative action to employ, advance in employment, and otherwise treat qualified disabled persons without discrimination based upon their physical or mental disability in all employment practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Minnesota Rules, part [5000.3500](#)
- The grantee agrees to comply with the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.

Voter Registration

The grantee will comply with [Minn. Stat. §201.162](#) by providing voter registration services for its employees and for the public served by the grantee.

Contact Information

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