



Office of the Governor

Criminal Justice Division

Funding Announcement:

Justice Assistance Grant (JAG) Program

December 30, 2015

Opportunity Snapshot

Below is a high-level overview of many of the elements of this opportunity. Full information is provided in the funding announcement that follows.

Purpose

The purpose of this announcement is to solicit applications for projects that promote public safety, reduce crime, and improve the criminal justice system.

Justice Assistance Grant (JAG) Program. Funds may be used for state and local initiatives, technical assistance, strategic planning, research and evaluation (including forensics), data collection, training, personnel, equipment, forensic laboratories, supplies, contractual support, and criminal justice information systems that will improve or enhance such areas as:

- Law enforcement programs
- Prosecution and court programs
- Prevention and education programs
- Corrections and community corrections programs
- Drug enforcement programs
- Planning, evaluation, and technology improvement programs

Funds Available

It is anticipated that up to \$12M may be funded under this announcement.

Process

Applicants will respond to this funding announcement by completing an application in eGrants <https://eGrants@gov.texas.gov>.

Budget

The minimum allowed under this program is \$10,000 and there is no funding cap.

Match

There is no match requirement under this program.

Project Periods

A project funded may not exceed a 12-month period.

Organizational Eligibility

Applications may be submitted by state agencies, units of local government, independent school districts, senior universities, judicial districts, Native American tribes, and community supervision and corrections departments.

Contact Information

If additional information is needed, contact the eGrants help desk at eGrants@gov.texas.gov or (512) 463-1919.

Table of Contents

Opportunity Snapshot	1
Step 1: Review the Process	3
Timeline	3
Submission Method	3
Step 2: Consider the Requirements	4
Organizational Eligibility	4
Funding and Project Period Limits	4
Match Requirement.....	4
Eligible Costs and Activities.....	4
Ineligible Costs and Activities	4
Reporting Requirements.....	5
Program-Specific Requirements	5
Standard CJD Requirements	6
Step 3: Apply via eGrants	7
Basics.....	7
Program-Specific Questions.....	7
Project Narrative.....	7
Step 4: Funding Decisions and Grant Acceptance	9
Selection Criteria.....	9
Announcements.....	9
About CJD	10

Justice Assistance Grant Program

The goal of the Governor’s Criminal Justice Division (CJD) is to provide needed funding to improve public safety and support victims of crime by filling system gaps and promoting innovative solutions to common problems. CJD is accepting applications for projects that reduce crime and improve the criminal justice system.

If you are interested in applying for a grant under this program, follow the four-step process outlined below.

- **Step One - Review the Process:** Get familiar with the funding announcement and the process used for this particular program.
- **Step Two - Consider the Requirements:** Consider the eligibility requirements as well as what will be required of successful applicants.
- **Step Three - Apply in eGrants.** Compile and submit your grant application. To understand how to apply online or to register for the system go to <https://eGrants@gov.texas.gov>.
- **Step Four – Funding Decisions and Grant Acceptance.** Await the funding decision, which is provided through a grant award or other notice from CJD. If you receive an award, complete the acceptance process to access funds.

Step 1: Review the Process

Timeline

Action	Date
Funding Announcement Release	December 21, 2015
Online System Opening Date	December 30, 2015
Final Date to Submit an Application	February 26, 2016 at 5PM CST
Earliest Start Date	October 1, 2016
Latest Start Date	December 1, 2016

Submission Method

Applicants must submit applications through via eGrants ([eGrants.gov.texas.gov](https://eGrants@gov.texas.gov)) by the deadline listed above.

Step 2: Consider the Requirements

Organizational Eligibility

Applications may be submitted by state agencies, units of local government, independent school districts, senior universities, judicial districts, Native American tribes, and community supervision and corrections departments.

Funding and Project Period Limits

Funding Limits. The minimum award under this program is \$10,000.

Project Period. Grant-funded projects must begin on or after October 1, 2016 may not exceed a 12-month grant period. Grant-funded equipment only projects are generally awarded for a six-month grant period. CJD will consider any other proposed changes to the start or end dates on a case-by-case basis.

Available Funding. It is anticipated that up to \$12 million may be funded under this announcement.

Source of Funding. Federal funds are authorized under the Edward Byrne Memorial Justice Assistance Grant Program (JAG), 42 U.S.C. 3751(a). JAG funds are made available through a Congressional appropriation to the United States Department of Justice. All awards are subject to the availability of appropriated federal funds and any modifications or additional requirements that may be imposed by law.

Match Requirement

There is no match requirement under this program.

Eligible Costs and Activities

JAG funds may be used for state and local initiatives, technical assistance, strategic planning, research and evaluation (including forensics), data collection, training, personnel, equipment, forensic laboratories, supplies, contractual support, and criminal justice information systems.

Ineligible Costs and Activities

Grant funds may not be used to support the following services, activities, and costs:

1. supplanting or use of grant funds to replace any other existing federal, state or local funds
2. inherently religious activities such as prayer, worship, religious instruction, or proselytization
3. lobbying
4. fundraising;
5. membership dues for individuals;
6. promotional gifts;
7. construction, renovation, or remodeling;
8. medical services;
9. any other prohibition imposed by federal, state or local law or regulation;

10. Entertainment, including amusement, diversion, social activities, and any associated costs (i.e. tickets to shows or sports events, meals, lodging, rentals, transportation, and gratuities) unless there is a clear programmatic purpose and the costs are approved in advance by CJD;
11. any portion of the salary of, or any other compensation for an elected or appointed government official
12. non-law enforcement vehicles or equipment for government agencies that are for general agency use
13. transportation, lodging, per diem or any related costs for participants, when grant funds are used to develop and conduct training
14. administrative costs
15. expenses for non-forensic investigatory functions
16. equipment, supplies, and processing DNA evidence
17. research or statistical projects or activities
18. security enhancements or equipment for nongovernmental entities not engaged in criminal justice or public safety
19. purchase of any controlled item listed at: www.bja.gov/Funding/JAGControlledPurchaseList.pdf

Reporting Requirements

Financial and Progress Reports. At the end of each quarter of state fiscal year during the one-year grant period, grantees will be required to submit a financial status report via eGrants and a progress report via <https://cjd.tamu.edu/> in the format required by CJD.

Note: To fulfill its responsibilities under the Government Performance and Results Act of 1993 (GPRA), Public Law 103-62, and the GPRA Modernization Act of 2010, Public Law 111-352, applicants that receive funding under this solicitation must provide data that measure the results of their work done under this solicitation.

For reference, the accountability measures can be found at: www.bjaperformancetools.org/help/JAGMeasuresQuestionnaire.pdf.

Program-Specific Requirements

Projects must focus on reducing crime and improving the criminal justice system.

Program Areas. JAG funds may be used for state and local initiatives, technical assistance, strategic planning, research and evaluation (including forensics), data collection, training, personnel, equipment, forensic laboratories, supplies, contractual support, and criminal justice information systems that will improve or enhance such areas as:

- Law enforcement programs.
- Prosecution and court programs.
- Prevention and education programs.

CJD Funding Announcement: Justice Assistance Grant Program

- Corrections and community corrections programs.
- Drug enforcement programs.
- Planning, evaluation, and technology improvement programs.

Program income. Applicant must agree to comply with all federal and state rules and regulations for program income and agrees to report all program income that is generated as a result of the project's activities. Applicant must also agree to report program income to CJD through a formal grant adjustment, to secure CJD approval prior to use of the program income, to use program income only for allowable costs, and to expend program income immediately after CJD's approval of a grant adjustment and prior to requesting reimbursement of CJD funds. For the purposes of this program, the deduction method applies. Program income from asset seizures and forfeitures is considered earned when the property has been adjudicated to the benefit of the plaintiff (e.g., law enforcement entity).

Standard CJD Requirements

CJD Regulations. Grantees must comply with the standards applicable to this funding source cited in the Texas Administrative Code (1 TAC Chapter 3), and all statutes, requirements, and guidelines applicable to this funding.

Uniform Crime Reports. Eligible applicants operating a law enforcement agency must be current on reporting Part I violent crime data to the Texas Department of Public Safety for inclusion in the annual Uniform Crime Report (UCR) and must have been current for the three previous years.

Criminal History Reporting. The county (or counties) in which the applicant is located must have a 90% average on both adult and juvenile criminal history dispositions reported to the Texas Department of Public Safety for calendar years 2010 through 2014.

Immigration and Customs Enforcement Requests. If the applicant organization is a sheriff's department or the project is providing direct resources to or is being implemented by a sheriff's department, the following certification applies. "I certify that the applicant sheriff's department (department) participates fully, and will continue throughout the grant period to participate fully, in all aspects of the programs and procedures utilized by the U.S. Department of Homeland Security (DHS) to (1) notify DHS of all information requested by DHS related to illegal aliens in the custody of the department, and (2) detain such aliens in accordance with requests by DHS. I further certify that the department has no policy, procedure, or agreement that limits or restricts the department's full participation in all aspects of the programs and procedures utilized by DHS to (1) notify DHS of all information requested by DHS related to illegal aliens in the custody of the department, and (2) detain such aliens in accordance with requests by DHS. I agree that failure to comply with this certification will result in CJD terminating the grant and the department shall return all funds received to CJD. Additionally, I agree that the department will remain ineligible for future CJD funding until it can provide satisfactory evidence that the jurisdiction has been in compliance with this requirement for a period of at least one year."

Step 3: Apply via eGrants

Basics

To apply to CJD for these grants, you must complete or make sure you have already completed some standard requirements. All of the following are needed to apply within eGrants:

- Applicants must have a DUNS (Data Universal Numbering System) number assigned to its agency (to request a DUNS number, go to <http://fedgov.dnb.com/webform/displayHomePage.do>).
- Applicants must be registered in the federal System for Award Management (SAM) database located at <https://www.sam.gov/> and maintain an active registration throughout the grant period.
- Applicants must have or register for an account in eGrants eGrants@gov.texas.gov.

Program-Specific Questions

The eGrants system will provide additional information about the requirements of applying and contents of the application. Answer these questions in Section 1, Project-Specific Questions under the Narrative tab. Following are some key aspects:

Direct JAG Grants. Where requested, indicate whether the applicant organization applied for a JAG grant directly from the Bureau of Justice Assistance and if so the amount requested or received.

Sustainment. Applicant must be able to provide the number of years that are planned to request for continuation funding, a longer term sustainment plan or why a plan is not possible.

Project Narrative

Within eGrants, applicants will complete several narrative fields. Below is each area along with specific instructions on the minimum requirements.

Project Abstract. Provide a brief summary of the proposed project. Do not share new information here that you do not include in the questions below. This abstract is a description of your project and intended for the public and policy makers. Be sure that the summary is easy to understand by a person not familiar with your project. (Limit to 1500 characters.)

Problem Statement. Provide a description of the nature and scope of the problem that this project will address. This must be a statement of the core, underlying problem. A lack of resources is not, in and of itself, a problem.

Supporting Data. Provide supporting data, including baseline statistics and the sources of your data, to provide evidence that the problem exists, its size and scope, and its effects on the target population. Do not use statewide data for a local problem or national data for a statewide problem.

Project Approach & Activities. Provide the core information needed to understand the methodologies, approaches, and activities to be employed by the project. A reader should also be able to understand how the approach ties to solving the stated problem.

Capacity & Capabilities. Describe the applicant organization's background as well as organizational and staff capabilities and qualifications to carry out this specific project using the methods provided above.

Performance Management. Provide an understanding of how the applicant organization will measure success for this project. What are the project's goals and objectives and what are the project's performance measures, both output and outcome? How do these goals, objectives, and measures tie to the problem that the project seeks to solve? What is the current baseline information for these measures as well as the goals for the project period?

- Goals are broad statements that indicate the general intentions of the project to achieve some outcome. They do need to be measurable in and of themselves and may be abstract in nature.
- Objectives are clear, tangible, and specific statements of what the project is trying to achieve. Objectives should be expressed in the following form: To [reduce/increase/enhance/etc.] [something], by [x amount], by [dd/mm/yy date]. A project can have multiple objectives.
- Measures use data to provide verifiable, numeric information that tie to one or more objectives and indicate progress toward its achievement. Measures might include volume, time savings, cost savings, resource savings, success rates, conformance rates, timeliness, perception shifts, or other factors. (The most relevant and impactful project-specific measures must be included under the Measures tab in eGrants.)

Data Management. Provide an understanding of how the applicant organization plans to track and maintain the data needed to determine whether the project is meeting the goals, objectives, and measures stated above.

Target Group. Describe the population that this project plans to help or support. For direct service projects, describe the size and basic demographics for the people served. For other projects, describe the specific geographic and demographic populations to be impacted, affected, or helped by this project. Be specific and use supporting data.

Evidence-Based Practices. Describe the research or evidence that led the applicant organization to select the methods described above. Wherever possible, provide at least one citation or link to a supportive evaluation or research study. If the project approach and activities described above are not based on existing evidence, describe why the applicant organization believes the method to be promising.

Step 4: Funding Decisions and Grant Acceptance

Selection Criteria

Local projects. For local projects, the appropriate Criminal Justice Advisory Committee sponsored by a regional council of governments (COG) will consider each application based on regional priorities and eligibility or other criteria established by CJD and provide a ranked list of applications to CJD. The COG may contact applicants to negotiate funding amounts or manage other questions or issues. CJD will use the recommendations of the CJAC as transmitted from the COG as a primary decision making factor.

Statewide projects. The CJD executive director will assign a group to review all applications for quality, capability, and reasonableness of budget and to assign scores to applications. These scores will be a significant decision making factor.

Overall. CJD will review all applications for quality, capability, and past performance and may consider other factors in determining which programs to fund such as (but not limited to) geographic distribution, fairness among different sizes of population areas, need based on crime rate or other similar factors, including economic factors. If the interest in grant funds exceeds available funding, CJD may not fund all applications or may only award part of the amount requested.

Announcements

After CJD makes final funding decisions, each applicant will receive either an unfunded notice or a preliminary decision notification or final grant award. The award will provide all of the conditions and requirements of the grant. Release of final grant awards are always contingent on CJD's receipt of the federal grant award under which the program is funded and CJD cannot release or guarantee funding to any applicant until that award is received and acceptance is processed and a determination is made that adequate funding is available.

About CJD

Our mission at the Criminal Justice Division is to direct much needed resources to those who are committed to making Texas a safer place and those who help victims of crime to recover and feel safe again. In carrying out this mission, we are committed to helping our grantees by actively finding ways for them to accomplish their goals and by making sure that we always have our eye to identifying the approaches that work best. We envision positive and beneficial working relationships with our grantees where we provide as much assistance as is needed and where we are always ready with answers, not burdensome restrictions or requirements.

CJD is providing over \$250 million in funding to hundreds of organizations during state fiscal year 2016 for juvenile justice, delinquency prevention, victims services, law enforcement, prosecution, courts, specialty courts, prevention of child sex trafficking, and other types of projects to benefit Texans.