



Office of the Governor

## Criminal Justice Division

Funding Announcement:

***Justice Assistance Grant Program***

December 1, 2017

## Opportunity Snapshot

Below is a high-level overview. Full information is in the funding announcement that follows.

### Purpose

The purpose of this program is to promote public safety, reduce crime, and improve the criminal justice system.

### Eligible Purpose Areas

Projects must fall under one of four categories: Prevention or Intervention, General Criminal Justice System Support, Targeted Criminal Justice Response, and Recidivism Reduction.

### Organizational Eligibility

Applications may be submitted by state agencies, public and private institutions of higher education, independent school districts, Native American tribes, councils of government, non-profit corporations (including hospitals and faith-based organizations), and units of local government, which are defined as a non-statewide governmental body with the authority to establish a budget and impose taxes.

### Project Periods

Continuation projects may not exceed a 12-month period.

### Budget

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

### Match

There is no match requirement under this program.

### Process

Applications under this funding announcement must be submitted in eGrants at: [eGrants.gov.texas.gov](http://eGrants.gov.texas.gov)

### Timelines

Action	Date
Funding Announcement Release	12/01/2017
Online System Opening Date	12/18/2017
Final Date to Submit an Application	02/20/2018 at 5:00PM CST
Earliest Project Start Date	10/01/2018
Latest Project Start Date	12/01/2018

### Contact Information

For more information, contact the eGrants help desk at [eGrants@gov.texas.gov](mailto:eGrants@gov.texas.gov) or (512) 463-1919.

## Table of Contents

<b>Opportunity Snapshot</b> .....	<b>1</b>
<b>Overview of Application Process</b> .....	<b>3</b>
Application Resources.....	4
<b>Eligibility</b> .....	<b>4</b>
Eligible Organizations.....	4
Eligible Activities and Costs.....	4
Eligible Purpose Areas.....	6
<b>Program-Specific Details</b> .....	<b>8</b>
Timeline .....	8
Funding and Reporting Details.....	8
<b>Standard CJD Requirements</b> .....	<b>8</b>
<b>Selection Process</b> .....	<b>9</b>
Announcements.....	9
<b>About CJD</b> .....	<b>10</b>

# Justice Assistance Grant Program

---

## Overview of Application Process

Applicants should carefully review the application process as outlined below. CJD will not consider applications that fail to adequately address the application requirements and prompts, including those that have been previously approved for funding and/or are recommended for funding by local Criminal Justice Advisory Committees.

### □ **Step 1 – Review eligibility and requirements:**

- The [Eligibility](#) section outlines who may apply, which purpose areas will be considered, and the expenses and activities eligible to be included.
- The [Program-Specific Details](#) section has information on timelines, reporting, and funding.
- The [Standard CJD Requirements](#) section addresses application and project requirements.

□ **Step 2 – Contact your regional criminal justice planner (local and regional projects only):** The regional Council of Governments' (COG) Criminal Justice Advisory Committee will review local and regional applications first, and some COGs have additional, mandatory application procedures. Applicants should contact their COG's criminal justice planner early as possible. A directory is available at <http://txregionalcouncil.org/regional-programs/criminal-justice/cjcontacts/>.

□ **Step 3 – Develop your project:** Before starting your application, applicants should develop a concrete understanding of their project and read CJD's *Developing a Good Project Narrative* at <http://gov.texas.gov/cjd/resources>, which details how to explain:

- **What the project will accomplish:** What problem will the project solve? Who is the targeted population to serve and/or prosecute? What does success look like and how do you measure it?
- **How the project will help:** What specifically will you do? What standards or evidence says it's an effective approach? What capabilities are needed to succeed?
- **What is required for success:** What resources (including funding) does the project require?

□ **Step 4 - Apply in eGrants:** Compile and submit your grant application via eGrants, at <http://eGrants.gov.texas.gov>. For more instructions and information, see *How to Apply for a CJD Grant*, available at <http://gov.texas.gov/cjd/resources>.

□ **Step 5 - 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.

## Application Resources

CJD has published several resources to assist applicants in understanding and applying for funding, all of which can be found at <http://gov.texas.gov/cjd/resources>

- ***Developing a Good Project Narrative:*** Guidance on how to formulate an effective project, and how to communicate it clearly in the application's narrative prompts.
- ***How to Apply for a CJD Grant:*** Instructions on how to file an application in eGrants.
- ***Guide to Grants:*** CJD policies and guidance on common grant issues.
- ***Grantee Conditions and Responsibilities:*** A compendium of CJD and Homeland Security Grants Division policies for all grantees.
- ***Standard Certifications and Requirements:*** CJD's standard requirements that the Authorized Official must certify upon applying for a grant.
- ***CJD Grant Activities and Measures:*** A reference for applicants on the activities allowed for different project types and the measures associated with each.

## Eligibility

### Eligible Organizations

Applications may be submitted by state agencies, public and private institutions of higher education, independent school districts, Native American tribes, councils of governments, non-profit corporations (including hospitals and faith-based organizations), and units of local government, which are defined as a non-statewide governmental body with the authority to establish a budget and impose taxes.

All applications submitted by local law enforcement agencies/offices must be submitted by a unit of government affiliated with the agency, including an authorizing resolution from that unit of government. For example, police departments must apply under their municipal government, and community supervision and corrections departments, district attorneys, and judicial districts must apply through their affiliated county government (or one of the counties, in the case of agencies that serve more than one county).

### Eligible Activities and Costs

The following list of eligible and ineligible activities and costs apply generally to all projects under this announcement, unless otherwise noted in the purpose area-specific sections below. For definitions, see *CJD Grant Activities and Measures* (available at <http://gov.texas.gov/cjd/resources>)

#### Eligible:

1. General law enforcement or public safety;
2. Targeted prosecution or investigation;
3. Training, professional development, or technical assistance received (training performed for grantee employees or volunteers, by in-house employees or outside trainers);

## CJD Funding Announcement: Justice Assistance Grant Program

4. Training, professional development, or technical assistance provided (training performed for others outside of the organization, by the grantee);
5. Equipment and technology;
6. Program evaluation and assessment;
7. Casework, non-licensed counseling, individual advocacy, or other support;
8. Counseling or treatment for substance abuse;
9. Counseling, therapy, or other care performed by a licensed professional;
10. Instruction and support for academic programs;
11. Instruction and support for employment or the workforce;
12. Instruction and support for life, social, or emotional skills;
13. Materials or curriculum development; and
14. Research or statistical activities.

### **Ineligible:**

Projects funded under this announcement may not be used to support the unallowable services, activities, and costs listed in the *Guide to Grants* (available at <http://gov.texas.gov/cjd/resources>) and:

1. Body-worn cameras (funding for body-worn cameras is available under the Body-Worn Camera Program);
2. Rifle-resistant body armor (body armor of Type III and below are eligible);
3. Construction, renovation, or remodeling;
4. Medical services;
5. Security enhancements or equipment for non-governmental entities not engaged in criminal justice or public safety;
6. Non-law enforcement vehicles or equipment for government agencies that are for general agency use;
7. Transportation, lodging, per diem or any related costs for participants, when grant funds are used to develop and conduct training;
8. Equipment, supplies, and other direct costs associated with processing DNA evidence;
9. Law enforcement equipment that is standard department issue (not including body armor);
10. Costs associated with implementing the National Incident-Based Reporting System (NIBRS) (*agencies seeking funds for NIBRS projects should apply for funding under the NIBRS funding announcement*);
11. Automated license plate readers, cell-site simulators, drones, or other surveillance equipment that may infringe upon the civil liberties of Texans;
12. Activities or costs in support of Operation Borderstar (*agencies seeking such funding should apply under Homeland Security and Grants Division funding announcements*);
13. Any other prohibition imposed by federal, state or local law or regulation.

Items on the Department of Justice controlled purchase list (available at <http://www.bja.gov/Funding/JAGControlledPurchaseList.pdf> ) will be approved on a case-by-case basis and at the sole discretion of CJD. Including such items in the application may result in the delay or denial of applications.

## Eligible Purpose Areas

Applications must designate their project as falling under one of the below four categories of purpose areas:

- **General Justice System Support**
- **Targeted Criminal Justice Response**
- **Recidivism Reduction**
- **Prevention or Intervention**

Applications must also contain target measures that demonstrate the scope of the project. These targets will be one measure of project success and grantees will be required to report periodic progress towards them. Each of the purpose areas and sub-categories have measures that correspond to them and specific activities. For a list of the measures and activities for this funding announcement, see *CJD Grant Activities and Measures*, available at <http://gov.texas.gov/cjd/resources>.

### General Justice System Support

General Justice System Support projects have a goal of improving general effectiveness or efficiency of components of the criminal justice system. Projects that target specific crimes or criminal elements should be submitted under “Targeted Criminal Justice Response”.

Projects should fall under these sub-categories:

- **Operational Support.** These projects will improve the general capacity and capability of criminal justice agencies through direct support of operations, including training and equipment. Examples: 1) A project to provide de-escalation training for law enforcement officers; 2) A project to purchase mobile data terminals to give law enforcement officers access to information while in the field.
- **Administrative Support.** These projects will improve the efficiency of criminal justice agencies in performing administrative functions. Examples: 1) A project to overhaul a police department’s workflow and processes for crime reporting; 2) A project to purchase record management system software for a court or law enforcement agency.

### Targeted Criminal Justice Response

Targeted Criminal Justice Response projects respond to specific crimes or criminal elements, with the ultimate goal of increasing the successful prosecutions of those crimes. Applications for these projects should clearly define the targeted set of crimes or criminal elements, have data on the severity of the problem, and how the project will identify and pursue offenders.

Projects should fall under these sub-categories:

- **Targeted Investigations.** These projects increase successful clearances for targeted sets of crime. Example: A project to conduct proactive investigations on a specific type of crime such as human trafficking, gang activity, or domestic violence.
- **Specialized Prosecutions.** These projects increase successful prosecutions (including convictions, deferred adjudications, and diversions) for targeted sets of crimes. Example: A project to provide a specialized prosecutor for child abuse, human/drug trafficking, or sexual assault.
- **Operational Support:** These projects will improve the general capacity and capability of targeted criminal justice responses through direct support of investigations or prosecutions, including equipment and training. Examples: 1) A project that replaces and/or upgrades forensic equipment used in the investigation or prosecution of specific crimes; 2) A project to provide targeted training for law enforcement officers on forensics, human trafficking, highway interdiction, gangs, border patrol, and drug trafficking; 3) A project to provide analysis of sexual assault forensic evidence kits to reduce a backlog.
- **Administrative Support.** These projects will improve the efficiency of criminal justice agencies in administrative functions supporting targeted responses to crime. Example: A project that provides equipment replacement and/or upgrades that improve efficacy and efficiency of targeted crime investigations such as evidence management software.

## Recidivism Reduction

Recidivism reduction projects have an ultimate goal of reducing crimes committed by offenders.

Projects should fall under these sub-categories:

- **Diversion and Community Supervision.** These projects prevent recidivism among non-incarcerated offenders, including those enrolled in specialty court programs. Examples: 1) A project that provides increased case management and supervision for individuals on probation; 2) A project to provide substance abuse treatment to an individual enrolled in a specialty court program.
- **Re-entry.** These projects prevent recidivism among offenders who will – or have already – returned to the community after a sentence of incarceration. Examples: 1) A project that provides after-care for offenders who received substance abuse treatment while in jail; 2) A project to provide job training to offenders who are currently incarcerated.

## Prevention or Intervention

Prevention or Intervention projects reduce criminal or delinquent behavior and opportunities to commit crime, with the goal of reducing criminal offenses.

Projects should fall under these sub-categories:

- **Criminal and Delinquent Behavior Prevention.** These projects work with individuals at-risk of criminal or delinquent behavior. Example: A community-based program that provides early intervention services to individuals at risk of becoming involved in the criminal justice system.



- **Public Safety and Security Awareness.** These projects intervene with potential victims to reduce opportunities to commit crime. Examples: 1) A project that performs outreach to at-risk youth who may potentially become victims of sex trafficking; 2) A project to reduce drug dealing at residential rental properties by improving property management practices.

## Program-Specific Details

### Timeline

Action	Date
Funding Announcement Release	12/01/2017
Online System Opening Date	12/18/2017
Final Date to Submit an Application	02/20/2018 at 5:00PM CST
Earliest Start Date	10/01/2018
Latest Start Date	12/01/2018

### Funding and Reporting Details

Category	Detail
Funds Available	Up to \$12 million <sup>1</sup>
Budget Minimum	\$10,000
Budget Maximum	None
Match Requirement	No match required
Project Period	May <i>not</i> exceed 12 months
Program Income Method	Deduction (if applicable)
Funding Source	Federal: Authorized under the Edward Byrne Memorial Justice Assistance Grant Program (JAG), 42 U.S.C. 3751(a).
Financial Reporting	At least quarterly, submitted via Financial Status Reports in eGrants
Financing Method	Reimbursement-for-costs basis
Progress Reporting	Quarterly, submitted via the Public Policy Research Institute at Texas A&M University at <a href="http://cjd.tamu.edu">http://cjd.tamu.edu</a> <sup>2</sup>

1) Awards are funded through a federal government award and appropriated by Congress. All awards are subject to the availability of appropriated federal funds and any modifications or additional requirements that may be imposed by law.

2) CJD may require additional reporting through a condition of funding, as needed.

## Standard CJD Requirements

When accepting an award under this funding announcement, the grantee agrees to comply with a variety of state and federal laws and regulations, including requirements related to Uniform Crime Reports, criminal history reporting, and immigration and customs enforcement requests. For more information see the following documents, available at <http://gov.texas.gov/cjd/resources>.

- *Standard Certifications and Requirements*
- *Grantee Conditions and Responsibilities*
- *Guide to Grants*

## Selection Process

**Application Screening:** CJD will screen all applications to ensure that they meet the requirements included in the funding announcement. Applications that meet those requirements will move forward to the merit review phase.

**Merit Review – Local Projects:** Projects with a local impact will be reviewed by a panel appointed by the local Council of Governments using their own criteria. The merit review panels will assess the applications for quality and rank by priority, and then report their findings to the CJD executive director.

**Merit Review – Statewide Projects:** Projects with a statewide impact will be reviewed by a panel appointed by the CJD executive director in an effort to prioritize funding. The merit review panel will assess and score each application on a 100-point scale, and then report its findings to the executive director. Scores will be based on standard criteria. For more information, see *How to Apply for a CJD Grant*, available at <http://gov.texas.gov/cjd/resources>.

**Final Decisions – All Projects:** The executive director will consider merit review rankings along with other factors and make all final funding decisions. Other factors may include cost effectiveness, overall funds availability, CJD or state government priorities and strategies, legislative directives, need, geographic distribution, balance of focuses and approaches, or other relevant factors.

CJD may not fund all applications or may only award part of the amount requested. Per Rule 3.9 of the Texas Administrative Code, all funding decisions made by the executive director are final and are not subject to appeal. The receipt of an application by CJD does not obligate CJD to fund the grant or to fund it at 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. Release of final grant awards for federally funded programs are always contingent on CJD's receipt of the federal grant award for that program and CJD cannot release or guarantee funding to any applicant until it has received and accepted the federal award 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 will make over \$275 million in funding available to hundreds of organizations during state fiscal year 2018 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.