



Alamo Area Council  
of Governments



# AACOG CJ Grant Workshop

FY 2025

# Mandatory CJ Grant Workshop

- Today: January 4, 2024
- Purpose: to ensure CJD applicants are educated on the AACOG and OOG grants process
- Goal: to ensure that all CJD applicants in the region go through the AACOG process, receive favorable reviews, and are recommended for funding



# Agenda

1. Federal Civil Rights Compliance
2. Materials
3. Timeline/Process
4. Regional Process
5. eGrants Introduction
6. Request for Applications (RFAs)





# Federal Civil Rights Compliance

# Protects

- Race
- Color
- National Origin
- Sex
- Gender
- Sexual Orientation
- Religion
- Disability
- Age





# Federal Civil Rights Laws

- Title VI of the Civil Rights Act of 1964 (race, color, national origin)
- Title VIII of the Civil Rights Act of 1968 (race, color, national origin, religion, disability, sex)
- Title IX of the Education Amendments of 1972 (sex in educational programs)
- Section 504 of the Rehabilitation Act of 1973 (disability)
- Age Discrimination Act of 1975 (age)
- Titles I, II, and III of the Americans with Disabilities Act of 1990 (disability)





# Program Specific Statues

- Omnibus Crime Control and Safe Streets Act of 1968 (Safe Streets Act)
- Victims of Crime Act (VOCA)
- Violence Against Women Act (VAWA)





# Persons with Limited English Proficiency

- Free aids and services to communicate effectively with persons with disabilities
- Free language services to ensure meaningful access to programs and activities





# More Information



Homeland  
Security



## NOTICE OF NONDISCRIMINATION

The Office of the Governor (OOG) complies with federal civil rights laws and is committed to ensuring that federal subrecipient programs, activities, and services originating from the U.S. Department of Homeland Security operate without discrimination in accordance with:

- *Title VI of the Civil Rights Act of 1964*, which prohibits discrimination based on race, color, or national origin (including language).
- *Section 504 of the Rehabilitation Act of 1973*, which prohibits discrimination based on disability.
- *Titles I, II, and III of the Americans with Disabilities Act of 1990*, which prohibit discrimination based on disability.
- *Title IX of the Education Amendments Act of 1972*, which prohibits discrimination based on sex in education programs or activities.
- *Age Discrimination Act of 1975*, which prohibits discrimination based on age.
- *Title VIII of the Civil Rights Act of 1968*, which prohibits discrimination in the sale, rental, financing, and advertising of dwellings, on the basis of race, color, national origin, religion, disability, familial status, and sex.
- *U.S. Department of Homeland Security regulation 6 C.F.R. Part 19*, which prohibits discrimination based on religion in social service programs.

### To File a Complaint

If you believe that the OOG and/or one of its federal subrecipients has discriminated in any way based on race, color, national origin (including language), disability, sex, or age, you can file a complaint with the [U.S. Department of Homeland Security Office for Civil Rights and Civil Liberties \(CRCL\)](#).

**E-mail:** [CRCL.Compliance@hq.dhs.gov](mailto:CRCL.Compliance@hq.dhs.gov) (fastest method to submit your complaint)

**Fax:** 202-401-4708

**U.S. Mail:** U.S. Department of Homeland Security  
Office for Civil Rights & Civil Liberties  
Compliance Branch  
245 Murray Lane, SW  
Building 410, Mail Stop #0190

For additional information: [www.dhs.gov/crcl](http://www.dhs.gov/crcl)  
Phone: 202-401-1474 Toll-Free: 1-866-644-8360

You can also file a complaint in person, by mail, or by email with the OOG Grants Administration Director:

**Email:** [PSO@gov.texas.gov](mailto:PSO@gov.texas.gov)

**US Mail:** Office of the Governor  
Public Safety Office  
Grants Administration Director  
P.O. Box 12428  
Austin, Texas 78701

### Information and Services for Persons with Disabilities and Persons with Limited English Proficiency

The Office of the Governor provides:

- Free aids and services, such as qualified sign language interpreters and written information in other formats (large print, audio, accessible electronic formats, etc.), to communicate effectively with persons with disabilities.
- Free language services, such as qualified foreign language interpreters and information written in other languages, to ensure meaningful access to programs and activities for persons with limited English proficiency.

#### If you need these services, please contact:

Reasonable Accommodation Program Manager:  
[reasonable\\_accommodation@gov.texas.gov](mailto:reasonable_accommodation@gov.texas.gov)  
512-463-5873





# Compliance

- All projects must comply with Civil Rights Laws
- Applies to all operations of organization
- Cross Cutting Statutes apply to all Federal funding





Questions?



# Your Materials

# Materials

1. Applicant Timeline/Calendar
2. CJAC Guidelines
3. Workshop Acknowledgement Form – to be collected at the end of the workshop
4. Grant Workshop Things to Remember



# Application Timeline

AACOG's CJD Workshop

**Today**

Grant Summary Form opens in Zengine II

January 8<sup>th</sup> – 8:00 AM

Deadline for applicants to submit and certify applications in eGrants

February 8<sup>th</sup> – 5:00 PM

Deadline for AACOG Grant Summary Form

February 8<sup>th</sup> – 5:00 PM

CJAC members receive access to applications in to begin reviewing

March 8<sup>th</sup> – 8:00 AM

Applicants present to CJAC for scoring and ranking

April 9<sup>th</sup> & 10<sup>th</sup> – 8:00 AM – 5:00 PM

AACOG Staff presents scoring, ranking, and recommended funding amounts to AACOG BoD for final approval

April 24<sup>th</sup> – 10:00 AM

AACOG Staff submits scoring, ranking, and recommended funding amounts in eGrants

May 3<sup>rd</sup> – 5:00 PM

# Grantee Steps



# Grant Summary Form (GSF)

- Mandatory!
- Applicants who do not submit a GSF results in an unfavorable review
- Includes questions on your project's goals, budget, etc.
- Zengine II opens January 8<sup>th</sup> – link will be on AACOG Website
- GSFs are due to AACOG by 5 p.m. on February 8<sup>th</sup> via Zengine II platform portal





# CJAC Guidelines

For an application to receive favorable review:

- Agency staff representative must attend Grant Workshop
- Complete and submit Grant Summary Form
- Submit only one application per agency/department per RFA
- Attend and Present at the CJAC Scoring and Prioritization Meeting



# Other Materials Online

1. 2025 Requests for Applications (RFAs) – VOCA, VAWA, JJDP, TP, and JAG
2. Criminal Justice Strategic Plan
3. CJAC Bylaws
4. Instructional videos
5. Grant Workshop slides

These items can be found on the AACOG website  
<https://aacog.com/public-safety>



# Grant Workshop Acknowledgement Form

- Acknowledging your participation today and that you understand the state and regional application process
- Scan/photograph for your records
- Return physical copy to AACOG Staff before leaving the workshop today.





# Requests for Applications (RFAs)

# Information Found on an RFA

- The purpose of the program
- Sources of funding
- Eligible Organizations
- Application Process
- Key Dates
- Funding Levels
- Eligible Activities and Costs
- Eligibility Requirements
- Prohibitions
- Selection Process



# RFA Locations

- eGrants Website: Funding Opportunities  
<https://egrants.gov.texas.gov/fundopp.aspx>
- AACOG Criminal Justice Website  
<https://aacog.com/public-safety>





# General Standards

Grantees must comply with:

- Texas Grant Management Standards (TxGMS)
- Federal Uniform Grant Guidance
- All statutes, requirements, and guidelines applicable to their funding stream





# Eligibility Requirements

- Local units of governments – Cybersecurity Training requirements
- In a county with 90% average or above on dispositions
- Report at least 90% of convictions within 5 business days
- LE- Current on reporting UCR data and TX specific reporting to DPS
- Comply with the programs and procedures utilized by DHS







# Eligibility Requirements

- Must have a SAM number assigned to agency
- Registered in the federal SAM database

*Failure to comply may cause funds to be withheld and/or suspension or termination of grant funds.*



# Eligibility Requirements

Units of local government and colleges/universities with law enforcement agencies:

- *Download, complete, and upload into eGrants the CEO/Law Enforcement Certifications and Assurances Form*
- *See RFAs*



# Eligibility Requirements

501(c)(3) organizations:

- *Download, complete, and upload into eGrants the CEO/NGO Certifications and Assurances Form*
- *See RFA for VOCA*



# Program-Specific Requirements

Program-Specific Requirements are outlined in each funding stream's RFA:

- VOCA – Cultural competency, victim services assessment survey, special requirements for vehicle purchases
- VAWA – Legal Assistance for Victims (LAV) Certification, State Priority Areas





# Eligible Activities and Costs

- Each RFA details the funding specific eligible activities and costs
- Each RFA also details prohibited activities and costs





# Criminal Justice Strategic Plan

# Criminal Justice Strategic Plan

- Available on AACOG Website
- Outlines regional priorities, which are used as scoring elements during CJAC application scoring and prioritization
- Identifies gaps in services across the region
- Reviewed/revised every few years to ensure that the region's priorities change with local trends and demographic shifts



# Regional Strategic Priorities

- Applications should address one or more Regional Strategic Priorities identified by the community
- Applicants will identify the priorities they address in the Grant Summary Form
- Priorities are available on the AACOG website, in the Criminal Justice Strategic Plan







# Criminal Justice Advisory Committee (CJAC)

# Criminal Justice Advisory Committee (CJAC)

- 37 Members (13 from Bexar County and 2 from each rural county)
- Establishes grant application guidelines
- Reviews and evaluates grant applications
- Makes funding recommendations to the AACOG Board of Directors for approval



# CJAC Bylaws

- Governing document for the Criminal Justice Advisory Committee
- Reviewed annually; all changes approved by AACOG Board of Directors
- Available on the AACOG Website under Public Safety





# Application Review Process

# Scoring Meetings

- Will be entirely in-person
- All grant programs present during their allotted time – TBD based on number of applicants per funding stream
- Applicants will receive a schedule with their timeslot; please arrive 45 minutes early in case we are running ahead of schedule
- Applicants will receive unfavorable review if absent
- As with Grant Workshop, a representative from the applying agency must be present – contract grant writers cannot represent the agency alone

April 9<sup>th</sup> -10<sup>th</sup>, 2024



# Applicant Presentations

- Presentations may be no more than 3 minutes
- An agency staff representative must be present during the project proposal presentation on the day of scoring. \*A contracted grant writer may not present on behalf of the agency applying for grant funds.
- No visual aids
- Encouraged to include multiple employees for Q&A



# Application Scoring Areas

- Collaboration (GSF)
- Regional Priorities (GSF)
- Sustainability (GSF)
- Narrative
- Presentation
- Budget (application and GSF)
- **JAG Equipment Only:** Requests limited to single project and/or package of related items



# Grant Review Process

1. CJD batches eligible applications to AACOG; Staff will assign Zengine II submissions to CJAC members while identifying conflicts of interest
2. CJAC scores applications and determines recommended funding amounts
3. AACOG BOD reviews and approves ranks
4. AACOG provides CJD approved priority listings
5. CJD reviews and determines final funding decisions





# Ranking Meeting Process

1. CJAC members review grants and score each application as presented
2. Staff formats the scores and provides final scores to CJAC
3. CJAC reviews and approves prioritization and makes final decision based on reasonable budget expectations and other factors
4. AACOG Board of Directors will review, approve and send it to the Governor's Office





# Application Budget Reductions

# Reasonable Budget Expectations (RBEs)

- AACOG Staff will receive RBEs in March
- VOCA funding is anticipated to receive a 20% decrease for the upcoming fiscal year
- OOG may override regional prioritizations and funding recommendations based on programmatic requirements at the state and federal level



# FY 2024 RBEs and Allocations

<b>FY2024</b>	<b>RBE</b>	<b>Amount Requested</b>	<b>Amount Awarded</b>
<b>VOCA</b>	\$9,861,274.32	\$10,758,304.06	\$10,951,251.48
<b>VAWA</b>	\$ 355,974.68	\$ 476,230.10	\$ 747,465.10
<b>JAG</b>	\$1,064,124.59	\$ 1,283,745.78	\$ 1,090,046.84
<b>JJDP</b>	\$ 250,459.39	\$ 388,573.09	\$ 250,459.39
<b>JJDP - TP</b>	\$1,252,116.35	\$ 1,788,227.70	\$ 1,670,600.79





# Recommended Budget Caps

- JAG: \$75,000; Non-profits \$50,000
- JJDP-SF: \$75,000
- **JJDP Truancy Prevention: Continuation projects may not exceed last years request**
- VAWA: \$75,000
- **VOCA: \$500,000 voluntary; Continuation projects may not exceed last year's requests**



# Budget Reductions

- **JAG: Requests for position funding of five (5) or more consecutive years will be reduced by a tiered 20% each year, over a five (5) year period until no further funding can be requested.**
- **The CJAC reserves the right to reduce recommended funding amounts based on the regional budget expectation (RBE) and the amount of funding applied for in each funding stream.**



# Continuation Projects

- Applicants will self-identify in GSF; eGrants will indicate whether a project is a continuation.
- All continuation projects will not exceed last year's request; Budgets will be reduced to meet previous year's request
- Projects that request over \$150,000 for five (5) or more years are subject to a 20% decrease as determine by the CJAC on the day of grant presentations based on the number of applications, the presentations, the RBE, and the amount applied for in each funding stream



# Review Summary

- CJAC reviews for quality and rank by guidelines & priorities identified in the strategic plan
- CJAC may recommend reduced funding
- Failure to comply with regional requirements imposed by the COG/CJAC may render an application ineligible, unfavorable, or recommended with a reduced budget







# Submitting your application in eGrants


# eGrants Application

egran.gov.texas.gov/App/default.aspx#

Home Contact Us Login

eGrants

Guides Funding Opportunities Resources



## Grantee Login

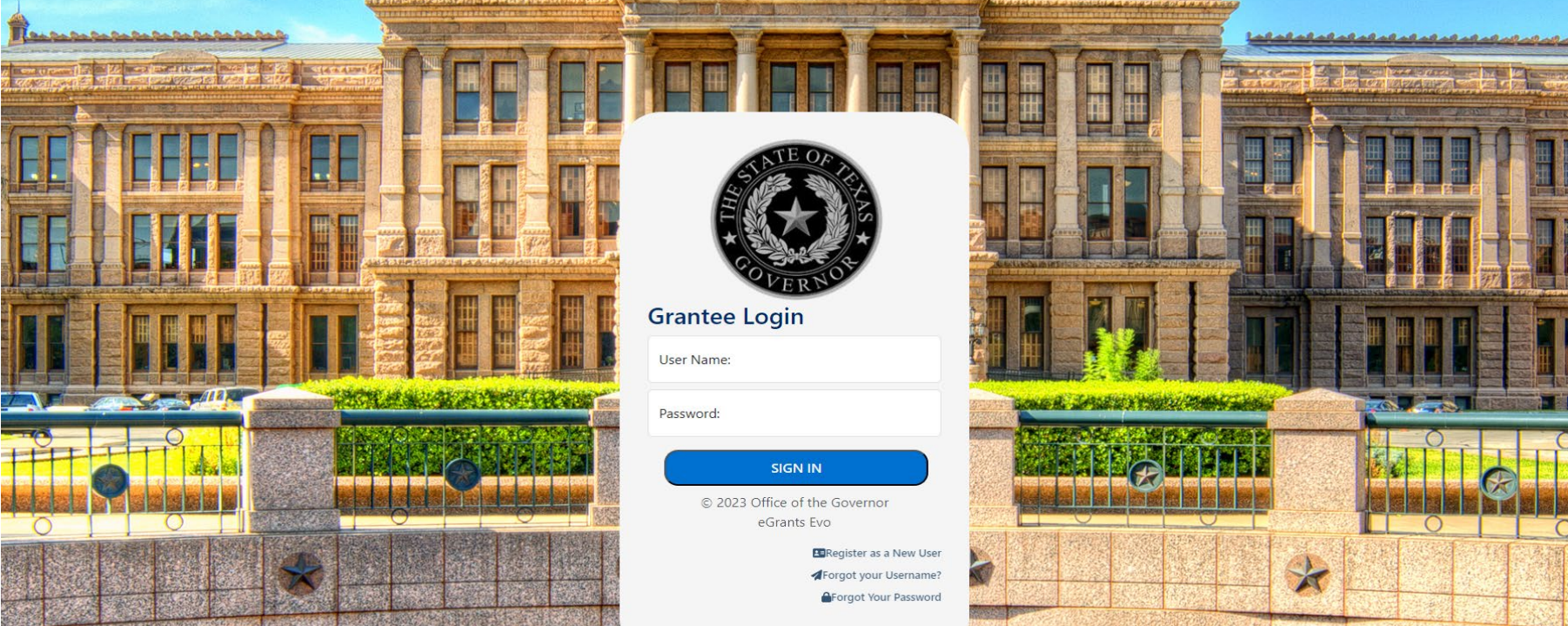
User Name:

Password:

[SIGN IN](#)

© 2023 Office of the Governor  
eGrants Evo

- [Register as a New User](#)
- [Forgot your Username?](#)
- [Forgot Your Password](#)



# eGrants Application

**Due February 8th, 2024 at 5:00pm**



# For Assistance....

- Grant Managers
- eGrants Helpdesk
- AACOG CJ Planner







# Criminal Justice Grant Program JAG



# Purpose

Promote public safety, reduce crime, and improve the criminal justice system.





# Available Funding

- 34 U.S.C. §10152 Edward Byrne Memorial Justice Assistance Grant Program (JAG)
- Subject to the availability of appropriated federal funds and any modifications or additional requirements





# Eligible Organizations

- State Agencies
- Public & Private Institutions of Higher Education
- ISDs
- Native American tribes
- Councils of government
- Non-profit corporations (including hospitals and faith-based organizations)
- Units of local government

*Local LE must be submitted by a unit of government affiliated with the agency*







# Funding Levels

- Minimum: \$10,000
- OOG Maximum: None
- CJAC Recommended Maximum: \$75,000; \$50,000 NP
- Match Requirement: None
- Project Period: 10/01/2024 not to exceed 12-months



# Eligible Activities

Provide additional personnel, equipment, supplies, contractual support, training, technical assistance, and information systems for criminal justice purposes including any one or more of the following:

- Law enforcement
- Prosecution
- Crime Prevention
- Corrections and community corrections
- Reentry Programs
- Assessment and Evaluation Programs



# Prohibitions

Grant funds may not be used to support the unallowable costs listed in the Guide to Grants or any unallowable costs (pg. 5 of the RFA)





# Juvenile Justice & Truancy Prevention Grant Program JJDP (TP)



# Purpose

Prevent violence in and around school; and to improve the juvenile justice system by providing mental health services, truancy prevention and intervention through community-based and school programs.





# Available Funding

- Texas General Appropriations Act, Article I, Trusteed Programs within the Office of the Governor, Strategy B.1.1 as well as Rider 21
- Subject to the availability of funds and any modifications or additional requirements





# Eligible Organizations

- ISD
- Native American Tribes
- Councils of Governments
- Non-Profit Corporations
- Units of Local Government

*Juvenile specialty courts authorized under Chp. 121 of the Texas Government Code are not eligible*



# Funding Levels

- Minimum: \$10,000
- OOG Maximum: None
- CJAC Recommended Maximum: \$75,000 for SF
- TP – Continuation Projects may not exceed last years requests.
- Match Requirement: None
- Project Period: 09/01/2024 for 12 months





# Eligible Purpose Areas

- Mental Health Services
- School Programs
- Community-Based Programs and Services
- Truancy Prevention
- Juvenile Case Managers





# Prohibitions

Grant funds may not be used to support the unallowable costs listed in the Guide to Grants or any unallowable costs (pg. 4 of the RFA)





# Violence Against Women Justice and Training Program VAWA



# Purpose

Promote a coordinated, multi-disciplinary approach to improve the justice system's response to violent crimes against women including domestic violence, sexual assault, dating violence, and stalking





# Available Funding

- Violence Against Women Act of 2013 Pub. L. No. 113-4 (VAWA 2013)
- Congressional appropriation to the DOJ, OVAW
- Subject to the availability of appropriated federal funds and any modifications or additional requirements





# Eligible Organizations

- State agencies
- Public & private non-profit institutions of higher education
- ISD
- Native American tribes
- Council of governments
- Non-profit corporations
- Associated unit of local government





# Eligible Organizations

- Direct services to victims of crime are NOT eligible
- *“Non-profit applicants seeking to provide direct services to victims of crime are not eligible under this solicitation and should apply under the General Victim Assistance Program Funding Announcement.”*



# Funding Levels

- Minimum: \$5,000
- OOG Maximum: None
- CJAC Recommended Maximum: \$75,000
- Match Requirement: 30% of the total project
- Project Period: 09/01/2024 – 08/31/2025





# Eligible Activities

General eligible activities and costs:

- Effectively identify and respond to violent crimes against women
- Specifically targeting violent crimes against women
- Effective services to prevent, identify, & respond
- Data collection and communication systems
- Supporting statewide, multidisciplinary efforts



# Eligible Activities

- SA forensic medical examiners
- Elder and disabled victim needs
- Enhance best practices
- Sexual Assault Response Teams
- Investigation and prosecution
- Inventories of SA evidence collection kit backlogs





# Program Specific Requirements

1. Legal Assistance for Victims (LAV) Certification:
  - Must certify that they meet the federal statutory requirements in regards to the provision of legal advocacy
2. Must address one or more State Priority Areas

Page 3 and 4 of the RFA



# Prohibitions

Grant funds may not be used to support the unallowable costs listed in the Guide to Grants or any unallowable costs (pg. 5 of the RFA)





**General Victims  
Assistance  
Grant Program  
VOCA**



# Purpose

Provide services and assistance directly to victims of crime to speed their recovery and aid them through the criminal justice process.

- Responding to the emotional and physical needs of crime victims;
- Assisting victims in stabilizing their lives after a victimization;
- Assisting victims to understand and participate in the criminal justice system; and
- Providing victims with safety and security.





# Purpose

- Projects seeking to provide specialized programs for victims of commercial sexual exploitation or sex trafficking under the age of 25 must apply under either the Residential and Community-Based Services for Victims of Commercial Sexual Exploitation or the CSEY Advocacy Program RFA.
- Projects seeking to provide general victim services to broad categories of victim populations that may include victims of commercial sexual exploitation or trafficking should apply under this General Victims Services Request for Application.
- Projects seeking to prevent, investigate, or prosecute CSE – refer to appropriate announcements
- CASA or Children’s Advocacy Center program support must apply through Texas CASA, Inc. or CACTx





# Available Funding

- Victims of Crime Act of 1984 (VOCA) (34 U.S.C. §20103)
- Congressional appropriation to DOJ, OVC
- Subject to the availability of appropriated federal funds and any modifications or additional requirements
- Section 9901 of the American Rescue Plan Act (ARPA), Pub. L. No. 117-2 - Coronavirus State Fiscal Recovery Fund







# Eligible Organizations

- State agencies
- Public & private non-profit institutions of higher education
- ISD
- Native American tribes
- COGs
- Non-profit corporations
- Local units of government





# Application Process

- Required to submit fully developed and detailed grant budgets
- Non-profit applicants are limited to a single application per agency
- Other eligible organizations are limited to one per unit, district, or division





# Funding Levels

- Minimum: \$10,000
- OOG Maximum: None
- CJAC Recommended Maximum: See Guidelines
- Match Requirement: 20% will be reimplemented beginning this FY25 grant cycle (Page 17 of Guide to Grants in eGrants.gov)
- Project Period: on or after 10/01/2024, not exceeding 12 months and expiring before 9/30/2025





# Eligible Activities

General eligible activities and costs:

- Crisis Services
- Forensic Interviews
- Legal Advocacy
- Multi-Disciplinary Teams and Case Coordination
- Peer Support Groups





# Eligible Activities

- Professional Therapy and Counseling
- Protective Order Assistance
- Shelter Programs
- Victim-Offender Meetings
- Transitional Housing





# Program Specific Requirements

All projects under this funding announcement must meet these requirements:

- Cultural Competency
- Victim Services Assessment Survey
- Special Requirements for Vehicle Purchases





# Eligibility Requirements

- Demonstrate a record of effective services to victims of crime and financial support from sources other than the Crime Victims Fund
- Substantial support from sources other than Crime Victims Fund (pg. 7 of RFA)





# Prohibitions

Grant funds may not be used to support the unallowable costs listed in the Guide to Grants or any unallowable costs (pg. 8 of RFA)







Questions?

# Grant Writing Training

Grant Writing Training will be held in San Antonio, Texas  
January 25-26<sup>th</sup>, 2024

Tuition is normally \$495; however, register now and enter the discount code **HOLIDAY** and you will receive a **\$50 discount**. Register as part of a group of three (3) or more and automatically receive an additional \$50 off.

<https://grantwritingusa.com/grants-training>



# Grant Management Training

Grant Management Training will be held in San Antonio,  
Texas March 14-15, 2024

<https://grantstraining.com/sa0324>



# Contact Information

## AACOG

- Cami Goldspink, Criminal Justice Planner:  
[cgoldspink@aacog.com](mailto:cgoldspink@aacog.com), 210-710-2619
- Criminal Justice General Inbox:  
[cjusticeplanning@aacog.com](mailto:cjusticeplanning@aacog.com)



# Contact Information

## eGrants

- eGrants Help Desk Phone: 512-463-1919
- eGrants Help Desk Email: [eGrants@gov.texas.gov](mailto:eGrants@gov.texas.gov)
- Contact Us:  
<https://eGrants.gov.texas.gov/contactpage.aspx>

