

**RESOLUTION TO ACCEPT AND APPROVE THE QUARTERLY INVESTMENT REPORT**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

**WHEREAS**, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

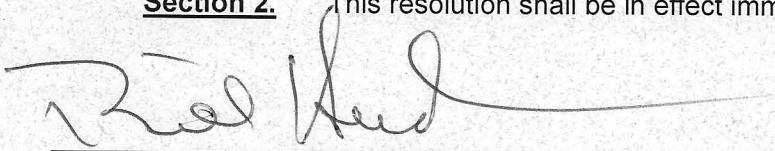
**WHEREAS**, the NCTCOG's Quarterly Investment Report for the quarter ended December 31, 2022, is hereby submitted in accordance with the Public Funds Investment Act; and,

**WHEREAS**, the Executive Board has reviewed the document and finds it to be in compliance with the Act.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

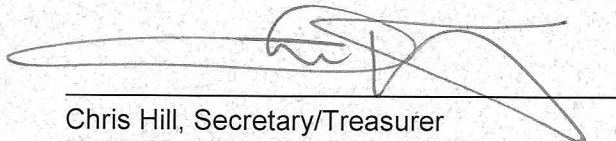
**Section 1.** The NCTCOG Executive Board accepts and approves the Quarterly Investment Report for the quarter ended December 31, 2022.

**Section 2.** This resolution shall be in effect immediately upon its adoption.



Bill Heidemann, Vice-President  
North Central Texas Council of Governments  
Mayor, City of Corinth

I hereby certify that this Resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 26, 2023.



Chris Hill, Secretary/Treasurer  
North Central Texas Council of Governments  
County Judge, Collin County

# NCTCOG Quarterly Investment Report

Fiscal Year 2023 Quarter 1

Ended 12-31-2022

Investment Portfolio Detail by Fund								
Description	Account #	Program	Beginning Balance	Deposits	Withdrawals	Interest	Ending Balance	% of Total
TexPool	2200400001	General Fund	\$ 5,983,910.65	\$ 8,436,831.29	\$ (10,250,000.00)	\$ 32,283.54	\$ 4,203,025.48	6.16%
Logic	6049012001	General Fund	473.66	-	-	4.51	478.17	0.00%
TexStar	2200411110	General Fund	9,094,665.03	529,004.33	-	79,640.13	9,703,309.49	14.22%
<b>General Fund</b>			<b>\$ 15,079,049.34</b>	<b>\$ 8,965,835.62</b>	<b>\$ (10,250,000.00)</b>	<b>\$ 111,928.18</b>	<b>\$ 13,906,813.14</b>	<b>20.37%</b>
TexPool	2200400002	Solid Waste	\$ 1,802,781.27	\$ -	\$ (437,328.83)	\$ 15,882.40	\$ 1,381,334.84	2.02%
TexPool	2200400003	Supplemental Environmental Projects	276,433.49	-	(90,178.97)	2,430.14	188,684.66	0.28%
TexPool	2200400005	9-1-1 Operating (1)	3,674,687.27	500,000.00	-	36,251.96	4,210,939.23	6.17%
TexPool	2200400007	Transportation Revenue Center 5 Funds	14,339,536.51	-	(409,323.49)	127,033.29	14,057,246.31	20.59%
TexStar	2200400009	TWDB Commit G1001314 NCTCOG Grant	3,020,806.59	-	-	26,780.91	3,047,587.50	4.46%
TexStar	2200411111	Transportation	1,566,801.06	-	(96,390.71)	13,676.45	1,484,086.80	2.17%
TexStar	2200421009	Exchange Funds Principal Pooled	24,055,415.57	-	(642,239.44)	209,625.82	23,622,801.95	34.61%
TexStar	2200431009	Exchange Funds Earnings Pooled	6,097,721.86	209,625.82	-	53,911.04	6,361,258.72	9.32%
<b>Special Revenue Fund</b>			<b>\$ 54,834,183.62</b>	<b>\$ 709,625.82</b>	<b>\$ (1,675,461.44)</b>	<b>\$ 485,592.01</b>	<b>\$ 54,353,940.01</b>	<b>79.63%</b>
<b>Total</b>			<b>\$ 69,913,232.96</b>	<b>\$ 9,675,461.44</b>	<b>\$ (11,925,461.44)</b>	<b>\$ 597,520.19</b>	<b>\$ 68,260,753.15</b>	<b>100.00%</b>
Investment Portfolio Detail by Investment Type								
Description	Account #	Program	Beginning Balance	Deposits	Withdrawals	Interest	Ending Balance	% of Total
TexPool	2200400001	General Fund	\$ 5,983,910.65	\$ 8,436,831.29	\$ (10,250,000.00)	\$ 32,283.54	\$ 4,203,025.48	6.16%
TexPool	2200400002	Solid Waste	1,802,781.27	-	(437,328.83)	15,882.40	1,381,334.84	2.02%
TexPool	2200400003	Supplemental Environmental Projects	276,433.49	-	(90,178.97)	2,430.14	188,684.66	0.28%
TexPool	2200400005	9-1-1 Operating <sup>(1)</sup>	3,674,687.27	500,000.00	-	36,251.96	4,210,939.23	6.17%
TexPool	2200400007	Transportation Revenue Center 5 Funds	14,339,536.51	-	(409,323.49)	127,033.29	14,057,246.31	20.59%
TexPool	2200400009	TWDB Commit G1001314 NCTCOG Grant	3,020,806.59	-	-	26,780.91	3,047,587.50	4.46%
<b>TexPool</b>			<b>\$ 29,098,155.78</b>	<b>\$ 8,936,831.29</b>	<b>\$ (11,186,831.29)</b>	<b>\$ 240,662.24</b>	<b>\$ 27,088,818.02</b>	<b>39.68%</b>
Logic	6049012001	General Fund	\$ 473.66	\$ -	\$ -	\$ 4.51	\$ 478.17	0.00%
TexStar	2200411110	General Fund	\$ 9,094,665.03	\$ 529,004.33	\$ -	\$ 79,640.13	\$ 9,703,309.49	14.22%
TexStar	2200411111	Transportation	1,566,801.06	-	(96,390.71)	13,676.45	1,484,086.80	2.17%
TexStar	2200421009	Exchange Funds Principal Pooled	24,055,415.57	-	(642,239.44)	209,625.82	23,622,801.95	34.61%
TexStar	2200431009	Exchange Funds Earnings Pooled	6,097,721.86	209,625.82	-	53,911.04	6,361,258.72	9.32%
<b>TexStar</b>			<b>\$ 40,814,603.52</b>	<b>\$ 738,630.15</b>	<b>\$ (738,630.15)</b>	<b>\$ 356,853.44</b>	<b>\$ 41,171,456.96</b>	<b>60.31%</b>
<b>Total</b>			<b>\$ 69,913,232.96</b>	<b>\$ 9,675,461.44</b>	<b>\$ (11,925,461.44)</b>	<b>\$ 597,520.19</b>	<b>\$ 68,260,753.15</b>	<b>100.00%</b>

<sup>(1)</sup> Used for the North Central Texas Emergency Communications District funds



**NCTCOG Quarterly Investment Report**  
Fiscal Year 2023 Quarter 1  
Ended 12-31-2022

**Investment Portfolio Summary**

Description	Beginning Balance	Deposits	Withdrawals	Interest	Ending Balance	% of Total
General Fund	\$ 15,079,049.34	\$ 8,965,835.62	\$ (10,250,000.00)	\$ 111,928.18	\$ 13,906,813.14	20.37%
Special Revenue	54,834,183.62	709,625.82	(1,675,461.44)	485,592.01	54,353,940.01	79.63%
<b>Total</b>	<b>\$ 69,913,232.96</b>	<b>\$ 9,675,461.44</b>	<b>\$ (11,925,461.44)</b>	<b>\$ 597,520.19</b>	<b>\$ 68,260,753.15</b>	<b>100.00%</b>

**Fiscal Year 2023 to Date**

Pool Description	Beginning Balance	Deposits	Withdrawals	Interest	Ending Balance	% of Total
TexPool	\$ 29,098,155.78	\$ 8,936,831.29	\$ (11,186,831.29)	\$ 240,662.24	\$ 27,088,818.02	39.68%
Logic	473.66	-	-	4.51	478.17	0.00%
TexStar	40,814,603.52	738,630.15	(738,630.15)	356,853.44	41,171,456.96	60.31%
<b>Total</b>	<b>\$ 69,913,232.96</b>	<b>\$ 9,675,461.44</b>	<b>\$ (11,925,461.44)</b>	<b>\$ 597,520.19</b>	<b>\$ 68,260,753.15</b>	<b>100.00%</b>

**Year to Date Interest**

Pool Description	Fiscal Year 2023			Fiscal Year 2022		
	General Fund	Special Revenue	Total	General Fund	Special Revenue	Total
TexPool	\$ 32,283.54	\$ 208,378.70	\$ 240,662.24	\$ 452.90	\$ 1,618.75	\$ 2,071.65
Logic	4.51	-	4.51	-	-	-
TexStar	79,640.13	277,213.31	356,853.44	131.90	1,029.46	1,161.36
<b>Total</b>	<b>\$ 111,928.18</b>	<b>\$ 485,592.01</b>	<b>\$ 597,520.19</b>	<b>\$ 584.80</b>	<b>\$ 2,648.21</b>	<b>\$ 3,233.01</b>

**Interest Rate Averages**

Rate Description	December-2022	December-2021	FY 2023 Qtr 1	FY 2022 Qtr 1	FY 2023 thru December-2022	FY 2022 thru December-2021
90 Day T-Bill	4.2500%	0.0600%	4.0400%	0.0533%	4.0400%	0.0533%
TexPool	3.9799%	0.0376%	3.5082%	0.0370%	3.5082%	0.0370%
Logic	4.3336%	0.0737%	3.7931%	0.0496%	3.7931%	0.0496%
TexStar	3.9681%	0.0139%	3.4600%	0.0114%	3.4600%	0.0114%

All funds are invested in investment pools whose book and market value are the same.

*Molly Rendon*

Director of Administration

Exhibit: 2023-01-02-AA  
Attachment, Page 2

**RESOLUTION AMENDING CONTRACT AUTHORIZATION FOR TEMPORARY STAFFING SERVICES**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

**WHEREAS**, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

**WHEREAS**, in July 2021 the NCTCOG Executive Board authorized contracts with nine (9) vendors approved under TXShare Cooperative Contract #2021-005, for maximum five (5) year terms and in a cumulative amount not to exceed \$750,000 for Temporary Staffing Services; and,

**WHEREAS**, NCTCOG continues to utilize these nine authorized vendors to fill temporary staffing needs on an as-needed basis; and,

**WHEREAS**, NCTCOG staff recommend increasing the not to exceed amount by 25%, for a revised total not to exceed \$937,500; and,

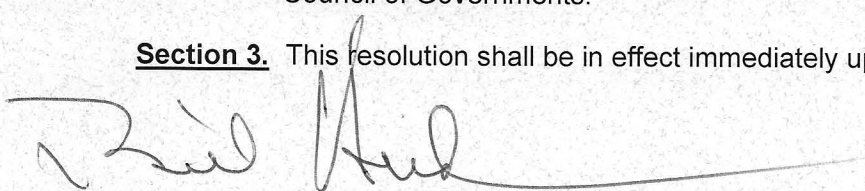
**WHEREAS**, NCTCOG has complied with federal and State regulations regarding contract and procurement proceedings.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** Amendment to the contract authorization for temporary staffing services for the nine (9) vendors contracted through TXShare cooperative contract #2021-005, increasing the cumulative not to exceed amount by 25%, for a revised total not to exceed amount of \$937,500, be and is hereby approved.


**Section 2.** The Executive Director or designee is authorized to execute agreements necessary to carry out the initiatives described herein, in the name of the North Central Texas Council of Governments.

**Section 3.** This resolution shall be in effect immediately upon its adoption.



\_\_\_\_\_  
Bill Heidemann, Vice-President  
North Central Texas Council of Governments  
Mayor, City of Corinth

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 26, 2023.



\_\_\_\_\_  
Chris Hill, Secretary/Treasurer  
North Central Texas Council of Governments  
County Judge, Collin County



**RESOLUTION AMENDING CONTRACT AUTHORIZATION FOR RETIREMENT CONSULTANT SERVICES**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

**WHEREAS**, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

**WHEREAS**, NCTCOG provides retirement plans for all regular full-time and regular part-time employees of the Agency and utilizes retirement consultant services for retirement policy management, investment analytics, project evaluation, audit compliance, and related services with periodic updates during each year, as well as an annual update; and,

**WHEREAS**, in September 2016, the Executive Board authorized a contract with The Bogdahn Group, LLC., now AndCo Consulting, LLC., for Retirement Consultant Services for a maximum six (6) year term and in an amount not to exceed \$150,000; and,

**WHEREAS**, NCTCOG staff recommend increasing the maximum term length by one (1) year, for a revised maximum term length of seven (7) years, and increasing the not to exceed amount of 25%, for a revised total not to exceed amount of \$187,500; and,

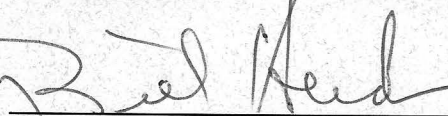
**WHEREAS**, NCTCOG has complied with federal and State regulations regarding contract and procurement proceedings.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

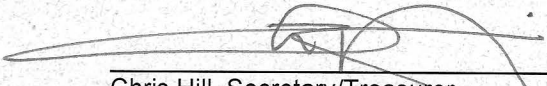
**Section 1.** Amendment to the contract authorization between NCTCOG and AndCo Consulting, LLC., i extending the maximum term by one (1) year to a total of seven (7) years and increasing the not to exceed amount by 25% for a revised total not to exceed amount of \$187,500, be and is hereby approved.

**Section 2.** The Executive Director or designee is authorized to execute agreements necessary to carry out the initiatives described herein, in the name of the North Central Texas Council of Governments.

**Section 3.** This resolution shall be in effect immediately upon its adoption.

  
Bill Heidemann, Vice-President  
North Central Texas Council of Governments  
Mayor, City of Corinth

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 26, 2023.

  
Chris Hill, Secretary/Treasurer  
North Central Texas Council of Governments  
County Judge, Collin County

**RESOLUTION AMENDING LEASE AUTHORIZATION FOR NCTCOG OFFICE SPACE**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

**WHEREAS**, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

**WHEREAS**, the NCTCOG Executive Board authorized a lease for the NCTCOG headquarters during its December 2016 meeting, for an amount not to exceed \$46,440,618 (including taxes, insurance, maintenance, utilities, and janitorial) and a term of January 1, 2017 through March 31, 2033; and,

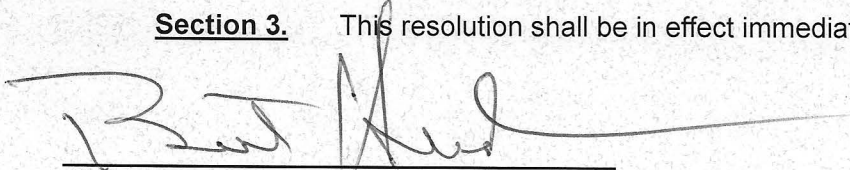
**WHEREAS**, due to various operational needs for additional space, NCTCOG staff recommend increasing the lease authorization in the amount of \$5,219,000, resulting in an amended not to exceed amount totaling \$51,659,618 (including taxes, insurance, maintenance, utilities, and janitorial; excluding annual increases for these costs up to the cap increase amount allowable within the lease).

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

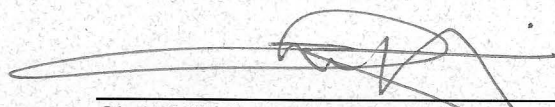
**Section 1.** The NCTCOG Executive Board approves an increase to the lease authorization for the NCTCOG headquarters office space of \$5,219,000, resulting in an amended not to exceed amount totaling \$51,659,618 (including taxes, insurance, maintenance, utilities, and janitorial, excluding annual increases for these costs up to the cap increase amount allowable within the lease).

**Section 2.** The Executive Director or designee is authorized to carry out the initiatives described herein, in the name of the North Central Texas Council of Governments.

**Section 3.** This resolution shall be in effect immediately upon its adoption.

  
\_\_\_\_\_  
Bill Heidemann, Vice-President  
North Central Texas Council of Governments  
Mayor, City of Corinth

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 26, 2023.

  
\_\_\_\_\_  
Chris Hill, Secretary-Treasurer  
North Central Texas Council of Governments  
County Judge, Collin County



**RESOLUTION AUTHORIZING A CONTRACT WITH THE OLSON GROUP LTD. FOR CRITICAL INFRASTRUCTURE AND KEY RESOURCES STRATEGIC PLAN CONSULTING SERVICES**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

**WHEREAS**, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

**WHEREAS**, the NCTCOG is working with local governments and others in building regional emergency preparedness capacity; and,

**WHEREAS**, the NCTCOG seeks to address regional priorities such as planning, training, exercise, Emergency Operation Center preparedness; and,

**WHEREAS**, NCTCOG staff has identified The Olson Group Ltd. as uniquely qualified to provide consulting services to develop a Critical Infrastructure and Key Resources Strategic Plan for the region and has identified cooperative purchasing HGAC-Buy Contract: HP08-21 to procure these services; and,

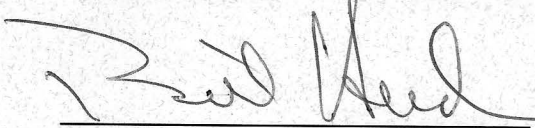
**WHEREAS**, NCTCOG has complied with federal and state regulations regarding contract and procurement proceedings.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

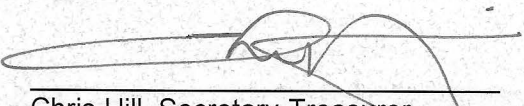
**Section 1.** A contract between NCTCOG and the Olson Group Ltd. for consulting services to develop a Critical Infrastructure and Key Resources Strategic Plan for the region, in an amount not to exceed \$152,000, be and is hereby approved.

**Section 2.** The Executive Director or designee is authorized to execute necessary agreements with The Olson Group Ltd. in the name of the North Central Texas Council of Governments, consistent with the approval herein.

**Section 3.** This resolution shall be in effect immediately upon its adoption.

  
\_\_\_\_\_  
Bill Heidemann, Vice-President  
North Central Texas Council of Governments  
Mayor, City of Corinth

I hereby certify that the Executive Board of the North Central Texas Council of Governments adopted this resolution on January 26, 2023.

  
\_\_\_\_\_  
Chris Hill, Secretary-Treasurer  
North Central Texas Council of Governments  
County Judge, Collin County

**RESOLUTION AUTHORIZING SUBMITTAL OF A CONSUMER RECYCLING EDUCATION AND  
OUTREACH GRANT APPLICATION TO THE ENVIRONMENTAL PROTECTION AGENCY**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

**WHEREAS**, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) is the designated regional solid waste management planning agency for the North Central Texas 16-county region; and,

**WHEREAS**, the Environmental Protection Agency issued a request for applications through its Consumer Recycling Education and Outreach Grant Program on November 14, 2022, for projects that educate the public about recycling, enhance waste prevention activities, increase the collection of recyclable materials, and decrease recycling contamination; and,

**WHEREAS**, the goals and objectives of the newly updated *Regional Solid Waste Management Plan, 2022-2042*, which the Executive Board approved at its meeting on August 25, 2022, are aligned with the goals of this funding opportunity; and,

**WHEREAS**, NCTCOG will prepare a grant application for this funding opportunity that supports recycling education and the development of resources that will assist in increasing the collection of recyclable materials in the region; and,

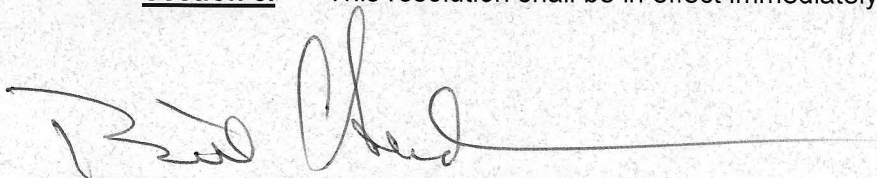
**WHEREAS**, the development of recycling resources, educational materials, and programs for this grant application would benefit all communities, including those in disadvantaged areas; and,

**WHEREAS**, NCTCOG will work to meet all the requirements and objectives of the grant application and submit it to EPA by the deadline of February 15, 2023.



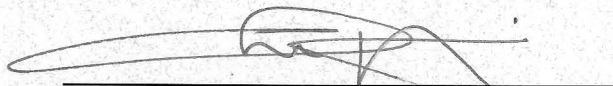
**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

- Section 1.** The NCTCOG Executive Board approves the submittal of a grant application to EPA's Consumer Recycling Education and Outreach Grant Program in the amount of approximately \$2 million.
- Section 2.** NCTCOG is authorized to receive grant funds from EPA, if awarded, for an amount of approximately \$2 million. Local match is not required for this grant opportunity.
- Section 3.** If awarded, these funds shall be incorporated into the appropriate fiscal year budgets.
- Section 4.** The Executive Director or designee is authorized to execute necessary agreements in the name of the North Central Texas Council of Governments to carry out the initiatives described herein.
- Section 5.** This resolution shall be in effect immediately upon its adoption.



Bill Heidemann, Vice-President  
North Central Texas Council of Governments  
Mayor, City of Corinth

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 26, 2023.



Chris Hill, Secretary-Treasurer  
North Central Texas Council of Governments  
County Judge, Collin County

**RESOLUTION AUTHORIZING AGREEMENT FOR THE 2022 REGIONAL  
TRANSPORTATION COUNCIL/DALLAS AREA RAPID TRANSIT FEDERAL/LOCAL  
FUNDING PARTNERSHIP**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

**WHEREAS**, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

**WHEREAS**, NCTCOG has been designated as the Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth (DFW) Metropolitan Area by the Governor of the State of Texas in accordance with federal law; and,

**WHEREAS**, the Regional Transportation Council (RTC), comprised primarily of local elected officials, is the regional transportation policy body associated with NCTCOG, and has been and continues to be a forum for cooperative decisions on transportation; and,

**WHEREAS**, on October 25, 2022, the DART Board took action on a funding partnership in which federal transportation funding will be provided to DART in exchange for local funding; and,

**WHEREAS**, on December 8, 2022, the RTC approved the funding partnership; and,

**WHEREAS**, under the funding partnership the RTC will contribute \$44,000,000 in federal transportation funds to the Silver Line Rail Project in exchange for \$40,000,000 in local funds to be provided by DART to NCTCOG, as the RTC's fiduciary agent, to be used for RTC-related programs; and,

**WHEREAS**, the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, provides authority for NCTCOG to enter into an agreement with DART for the provision of governmental functions and services of mutual interest.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** NCTCOG is authorized to enter into an agreement with DART as approved by the RTC at its December 8, 2022, meeting.

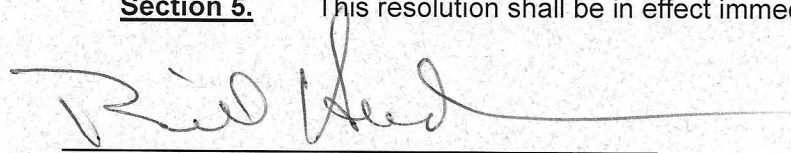
**Section 2.** NCTCOG is authorized to receive \$40,000,000 in local funds from DART under the RTC/DART Federal/Local partnership. The specific purpose of the funds will be provided in later Executive Board items.

**Section 3.** These funds shall be incorporated into the appropriate fiscal year budgets and Unified Planning Work Program.



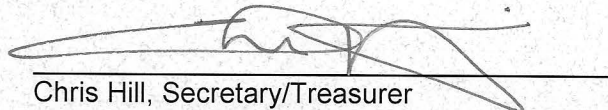
**Section 4.** The Executive Director or designee is authorized to execute necessary agreements in the name of the North Central Texas Council of Governments to carry out the initiatives described herein.

**Section 5.** This resolution shall be in effect immediately upon its adoption.

A handwritten signature in dark ink, appearing to read "Bill Heidemann", written over a horizontal line.

Bill Heidemann, Vice-President  
North Central Texas Council of Governments  
Mayor, City of Corinth

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 26, 2023.

A handwritten signature in dark ink, appearing to read "Chris Hill", written over a horizontal line.

Chris Hill, Secretary/Treasurer  
North Central Texas Council of Governments  
County Judge, Collin County

**RESOLUTION AUTHORIZING FINANCIAL CONTRIBUTION TO MEDAL OF HONOR  
MUSEUM FOUNDATION FROM NCTCOG FOR LEADERSHIP INITIATIVES**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

**WHEREAS**, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

**WHEREAS**, NCTCOG has been designated as the Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth Metropolitan Area by the Governor of the State of Texas in accordance with federal law; and,

**WHEREAS**, the Regional Transportation Council (RTC), comprised primarily of local elected officials, is the regional transportation policy body associated with NCTCOG, and has been and continues to be a forum for cooperative decisions on transportation; and,

**WHEREAS**, at its January 12, 2023, meeting the RTC approved support for the National Medal of Honor Museum and approximately \$1,895,000 in RTC Local funds as a financial contribution to support the Medal of Honor Museum Foundation for leadership initiatives; and,

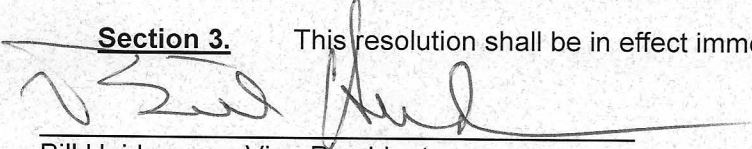
**WHEREAS**, the contribution may apply towards transportation-related elements or where needed should other contributions or donations be received for the transportation components.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

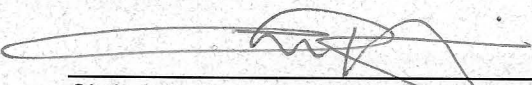
**Section 1.** NCTCOG is authorized to provide \$1,895,000 in RTC Local funds as a financial contribution to the Medal of Honor Museum Foundation for leadership initiatives on behalf of NCTCOG and consistent with RTC action on January 12, 2023. The RTC letter of support will be transmitted with the requested funds to the Museum Foundation for leadership initiatives.

**Section 2.** The Executive Director or designee is authorized to execute necessary agreements in the name of the North Central Texas Council of Governments to carry out the initiatives described herein.

**Section 3.** This resolution shall be in effect immediately upon its adoption.

  
Bill Heidemann, Vice-President  
North Central Texas Council of Governments  
Mayor, City of Corinth

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 26, 2023.

  
Chris Hill, Secretary/Treasurer  
North Central Texas Council of Governments  
County Judge, Collin County



## HONORARY DIRECTORS

President Barack Obama  
President George W. Bush  
President William J. Clinton  
President Jimmy Carter

## BOARD OF DIRECTORS

**Charlotte Jones, Chairman**  
Chairman, Board of Directors, The National Medal of Honor Museum Foundation  
**Peter Stent, Vice Chairman**  
Chairman, Board of Directors, The National Medal of Honor Museum Foundation  
**Chris Cassidy, President and CEO**  
President and CEO, The National Medal of Honor Museum Foundation  
**SSG David Bellavia, USA (Ret.)**  
Vice Chairman, Board of Directors  
**MG Patrick Brady, USA (Ret.)**  
Vice Chairman, Board of Directors  
**COL Jack Jacobs, USA (Ret.)**  
Vice Chairman, Board of Directors  
**SOCM (SEAL) Britt Slabinski, USN (Ret.)**  
Vice Chairman, Board of Directors  
**LTC William Swenson, USA**  
Vice Chairman, Board of Directors  
**Debra Burlingame**  
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**Reed Cordish**  
Vice Chairman, Board of Directors  
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**Mike Hayes**  
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**Tom Higgins**  
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**Neil Leibman**  
Vice Chairman, Board of Directors  
**Joel S. Marcus**  
Vice Chairman, Board of Directors  
**Brad Melzer**  
Vice Chairman, Board of Directors  
**Doug Parker**  
Vice Chairman, Board of Directors  
**Henry (Bill) Ross Perot III**  
Vice Chairman, Board of Directors  
**The Honorable Jim Ross**  
Vice Chairman, Board of Directors  
**Chris Sambar**  
Vice Chairman, Board of Directors  
**Nicholas Singer**  
Vice Chairman, Board of Directors  
**Alan Schwartz**  
Vice Chairman, Board of Directors  
**The Honorable Craig R. Stapleton**  
Vice Chairman, Board of Directors  
**The Honorable Rex Tillerson**  
Vice Chairman, Board of Directors  
**Alexander H. Tisch**  
Vice Chairman, Board of Directors  
**Jared Weinstein**  
Vice Chairman, Board of Directors  
**The Honorable Jeff Williams, Ph.D.**  
Vice Chairman, Board of Directors  
**Matt Zamen**

**Ken Burns**

**Earl Ray**  
Vice Chairman, Board of Directors  
**John F. Kennedy**  
Vice Chairman, Board of Directors  
**John F. Kennedy**  
Vice Chairman, Board of Directors  
**John F. Kennedy**  
Vice Chairman, Board of Directors



## NATIONAL MEDAL of HONOR MUSEUM FOUNDATION

National Medal of Honor Museum Foundation  
1717 East Randol Mill Road, Suite #301  
Arlington, TX 76011

December 12, 2022

Mr. Michael Morris  
North Central Texas Council of Governments  
616 Six Flags Drive  
Arlington, TX 76011

Michael,

We are so incredibly appreciative of the support and partnership of the North Texas Council of Governments. The National Medal of Honor Museum will be a wonderful addition to the Arlington entertainment district, and we are very thankful to be part of your vision for smooth transportation and safe access to everything our community can, and will, offer its visitors.

As a continued aspect of our partnership, I am excited to explore possible connections between NCTCOG and the Medal of Honor Institute. We intend to motivate our nation's youth in our Center for Character Excellence and inspire our nation's adult leaders in our Center for Leadership in Action. We are in the process of mapping out our "course catalog", but, as you and I have discussed, there is ample opportunity to create a course or program, inspired by Medal of Honor stories, which would be applicable to NCTCOG and its members. Your partnership means a great deal to us, so I look forward to working with you and your team to develop something lasting and meaningful to our organizations.

On a personal note, I was honored to be your guest at the scenario planning session at the Transportation Research Board in Washington. Your creative mind to blend transportation planning and safety with sports and space travel left the attendees with a different perspective on the important job they do. Well done, sir!

With Appreciation,

Chris Cassidy  
President and CEO  
ccassidy@mohmuseum.org



The Transportation Policy Body for the North Central Texas Council of Governments  
(Metropolitan Planning Organization for the Dallas-Fort Worth Region)

January 12, 2023

Mr. Chris Cassidy  
President and CEO  
National Medal of Honor Museum Foundation  
1717 East Randol Mill Road  
Arlington, Texas 76011

Dear Mr. Cassidy:

The Regional Transportation Council (RTC) is the transportation policy body associated with the North Central Texas Council of Governments (NCTCOG) comprised primarily of local elected officials and serves as the metropolitan planning organization policy body for the Dallas-Fort Worth region. The RTC has been and continues to serve as the regional forum for cooperative transportation decisions.

The RTC supports the National Medal of Honor Museum (Museum) and its efforts to develop and foster leadership regionally and nationally through the Medal of Honor Institute (Leadership Institute). To demonstrate its support, on January 12, 2023, the RTC approved a financial contribution of \$1.895 million to the Museum to support the Leadership Institute.

The amount of the financial contribution was developed based on the transportation-related elements for pedestrian access, circulation, and perimeter trees along walkways. The contribution to the Museum may apply towards these elements or where needed should other contributions or donations be received for the transportation components. The RTC funding is a financial contribution, not a reimbursement-based grant.

In recognition of the RTC's contribution, the RTC and NCTCOG would like to partner with the Leadership Institute on behalf of local governments across the Dallas-Fort Worth region to develop and participate in periodic public sector focused leadership forums and seminars to support the Museum's efforts on growing leadership.

Should you have any questions, please contact Michael Morris, P.E., NCTCOG's Director of Transportation, at (817) 695-9240.

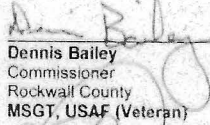
Sincerely,

A handwritten signature in dark ink, appearing to read "Duncan Webb", is written over a light blue horizontal line.


Duncan Webb, Chair  
Regional Transportation Council  
Commissioner, Collin County

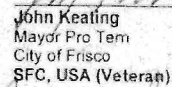


Members of the Regional Transportation Council

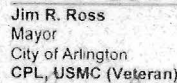
  
Dennis Bailey  
Commissioner  
Rockwall County  
MSGT, USAF (Veteran)

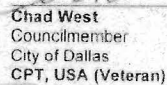
Elizabeth M. Beck  
Councilmember  
City of Fort Worth  
SGT, USA (Veteran)

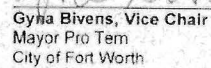
  
Rick Grady  
Councilmember  
City of Plano  
SGT, USA (Veteran)

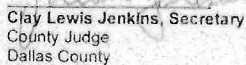
  
John Keating  
Mayor Pro Tem  
City of Frisco  
SFC, USA (Veteran)

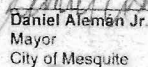
Ed Moore  
Councilmember  
City of Garland  
SP4, USA (Veteran)

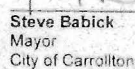
  
Jim R. Ross  
Mayor  
City of Arlington  
CPL, USMC (Veteran)

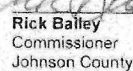
  
Chad West  
Councilmember  
City of Dallas  
CPT, USA (Veteran)

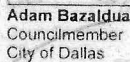
  
Gytha Bivens, Vice Chair  
Mayor Pro Tem  
City of Fort Worth

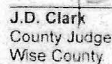
  
Clay Lewis Jenkins, Secretary  
County Judge  
Dallas County

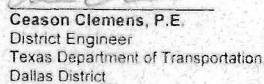
  
Daniel Aleman Jr.  
Mayor  
City of Mesquite

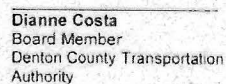
  
Steve Babick  
Mayor  
City of Carrollton

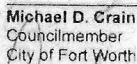
  
Rick Bailey  
Commissioner  
Johnson County

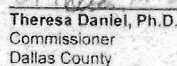
  
Adam Bazaldua  
Councilmember  
City of Dallas

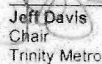
  
J.D. Clark  
County Judge  
Wise County

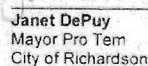
  
Season Clemens, P.E.  
District Engineer  
Texas Department of Transportation  
Dallas District

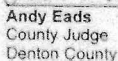
  
Dianne Costa  
Board Member  
Denton County Transportation  
Authority

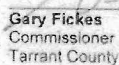
  
Michael D. Crain  
Councilmember  
City of Fort Worth

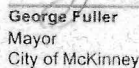
  
Theresa Daniel, Ph.D.  
Commissioner  
Dallas County

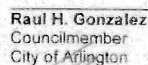
  
Jeff Davis  
Chair  
Trinity Metro

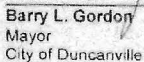
  
Janet DePuy  
Mayor Pro Tem  
City of Richardson

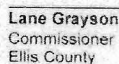
  
Andy Eads  
County Judge  
Denton County

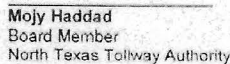
  
Gary Fickes  
Commissioner  
Tarrant County

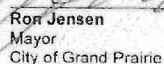
  
George Fuller  
Mayor  
City of McKinney

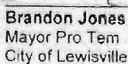
  
Raul H. Gonzalez  
Councilmember  
City of Arlington

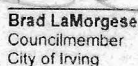
  
Barry L. Gordon  
Mayor  
City of Duncanville

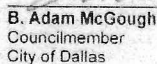
  
Lane Grayson  
Commissioner  
Ellis County

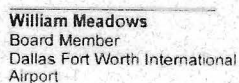
  
Moji Haddad  
Board Member  
North Texas Tollway Authority

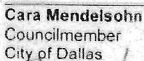
  
Ron Jensen  
Mayor  
City of Grand Prairie

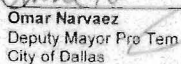
  
Brandon Jones  
Mayor Pro Tem  
City of Lewisville

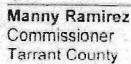
  
Brad LaMorgese  
Councilmember  
City of Irving

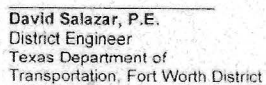
  
B. Adam McGough  
Councilmember  
City of Dallas

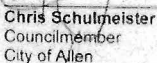
  
William Meadows  
Board Member  
Dallas Fort Worth International  
Airport

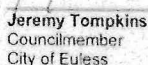
  
Cara Mendelsohn  
Councilmember  
City of Dallas

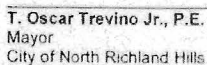
  
Omar Narvaez  
Deputy Mayor Pro Tem  
City of Dallas

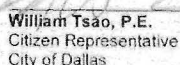
  
Manny Ramirez  
Commissioner  
Tarrant County

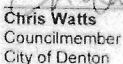
  
David Salazar, P.E.  
District Engineer  
Texas Department of  
Transportation, Fort Worth District

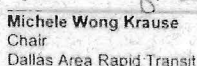
  
Chris Schulmeister  
Councilmember  
City of Allen

  
Jeremy Tompkins  
Councilmember  
City of Euless

  
T. Oscar Trevino Jr., P.E.  
Mayor  
City of North Richland Hills

  
William Tsao, P.E.  
Citizen Representative  
City of Dallas

  
Chris Watts  
Councilmember  
City of Denton

  
Michele Wong Krause  
Chair  
Dallas Area Rapid Transit

**RESOLUTION AUTHORIZING AMENDMENT TO CONTRACT WITH ALTA PLANNING + DESIGN, INC. FOR THE FORT WORTH TO DALLAS REGIONAL TRAIL BRANDING AND WAYFINDING PROJECT**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

**WHEREAS**, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

**WHEREAS**, NCTCOG has been designated as the Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth Metropolitan Area by the Governor of the State of Texas in accordance with federal law; and,

**WHEREAS**, the Regional Transportation Council (RTC), comprised primarily of local elected officials, is the regional transportation policy body associated with NCTCOG, and has been and continues to be a forum for cooperative decisions on transportation; and,

**WHEREAS**, the Dallas-Fort Worth region is in nonattainment of the federal air quality standard for ozone and NCTCOG is actively involved in the development and implementation of the State Implementation Plan for air quality; and,

**WHEREAS**, Subtask 5.03 of the Fiscal Year (FY) 2022 and FY2023 Unified Planning Work Program includes development of a plan for the Fort Worth to Dallas Regional Veloweb Trail; and,

**WHEREAS**, the study will develop a unified trail branding and marketing package for the Fort Worth to Dallas Regional Trail through a regional collaboration among the five cities linked by the trail, including the Cities of Fort Worth, Arlington, Grand Prairie, Irving, and Dallas; and,

**WHEREAS**, NCTCOG initiated a Request for Proposals to hire a consultant to conduct the scope of work for the trail branding and wayfinding project; and,

**WHEREAS**, Alta Planning + Design, Inc. was recommended by the Consultant Selection Committee to conduct the scope of work; and,

**WHEREAS**, the Executive Board on June 24, 2021, authorized NCTCOG to enter into an agreement with Alta Planning + Design, Inc. to conduct the scope of work in an amount not to exceed \$250,000; and,

**WHEREAS**, NCTCOG entered into an agreement with Alta Planning + Design, Inc. on August 10, 2021, to conduct the scope of work; and,

**WHEREAS**, during development of the trail branding and marketing package, information was received from participating cities that design intent drawings for recommended wayfinding signage would assist with consistent implementation of recommendations across the more than 60-mile corridor; and,



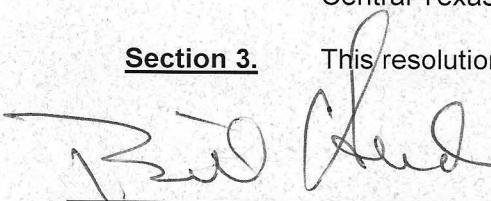
**WHEREAS**, design intent drawings are not included in the existing contract scope of work and Alta Planning + Design, Inc. has demonstrated experience with completing said task.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

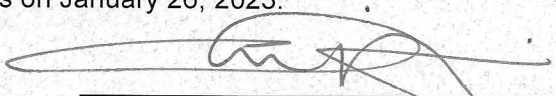
**Section 1.** An amendment to the contract between NCTCOG and Alta Planning + Design, Inc. to revise the scope of work to add development of design intent drawings to assist with consistent implementation of wayfinding signage standards developed and add an additional \$15,000 Local funds to the original not-to-exceed amount of \$250,000 for a new total contract amount not-to-exceed \$265,000 be and is hereby approved.

**Section 2.** The Executive Director or designee is authorized to execute a contract amendment with Alta Planning + Design, Inc. in the name of the North Central Texas Council of Governments as described herein.

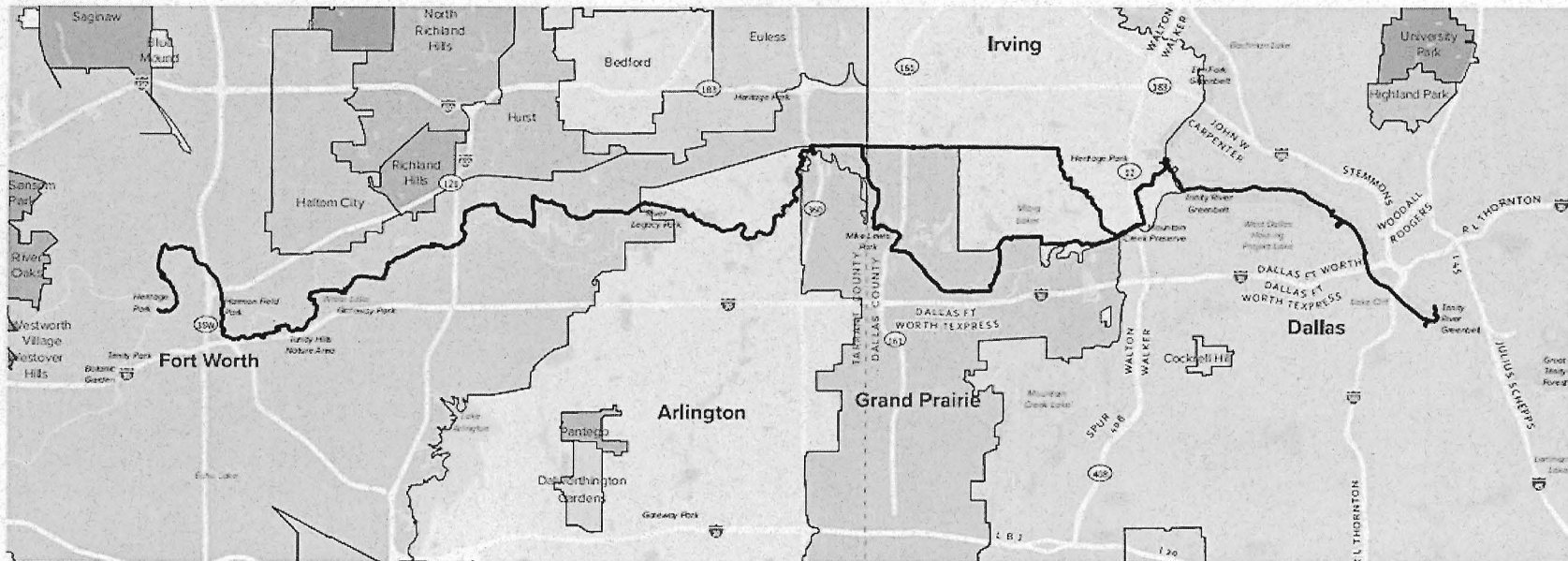
**Section 3.** This resolution shall be in effect immediately upon its adoption.

  
\_\_\_\_\_  
Bill Heidemann, Vice-President  
North Central Texas Council of Governments  
Mayor, City of Corinth

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 26, 2023.

  
\_\_\_\_\_  
Chris Hill, Secretary/Treasurer  
North Central Texas Council of Governments  
County Judge, Collin County

# DFW DISCOVERY TRAIL MAP:



Existing: 50.4 miles

Funded: 12.5 miles

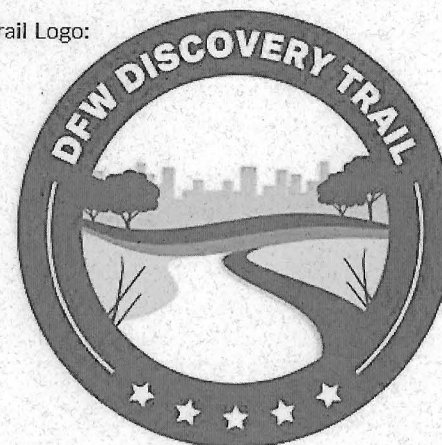
Planned: 2.8 miles



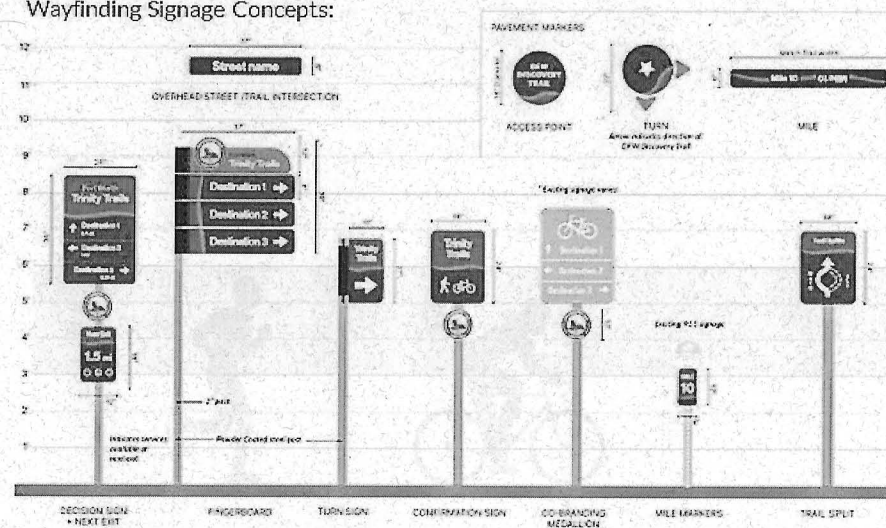




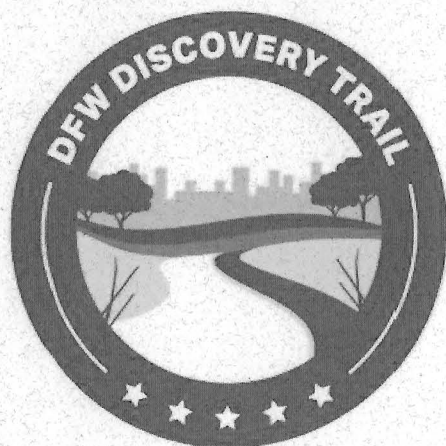
Regional Trail Logo:



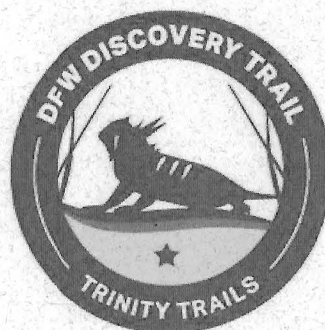
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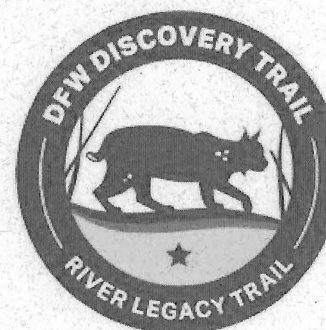
**Regional Logo:**



**Jurisdictional Logos:**



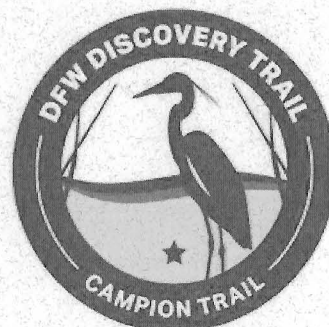
Fort Worth



Arlington



Grand Prairie



Irving



Dallas





**RESOLUTION AUTHORIZING AMENDMENT TO CONTRACT WITH FORVIS, LLC FOR PROFESSIONAL SERVICES TO SUPPORT TRANSIT ACCOUNTING MODELS**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

**WHEREAS**, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

**WHEREAS**, NCTCOG has been designated as the Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth Metropolitan Area by the Governor of the State of Texas in accordance with federal law; and,

**WHEREAS**, the Regional Transportation Council (RTC), comprised primarily of local elected officials, is the regional transportation policy body associated with NCTCOG, and has been and continues to be a forum for cooperative decisions on transportation; and,

**WHEREAS**, NCTCOG is a Designated Recipient for the Federal Transit Administration (FTA) Urbanized Area Formula Program for the Dallas-Fort Worth-Arlington Urbanized Area, as delegated by the Governor of the State of Texas; and,

**WHEREAS**, in October 2018, the Executive Board authorized the receipt of FTA Urbanized Area Formula Program for the Dallas-Fort Worth-Arlington Urbanized Area; and,

**WHEREAS**, the FY2022 and FY2023 Unified Planning Work Program Subtask 3.05 includes documentation of subrecipient compliance to grant requirements through monitoring and on-site reviews,

**WHEREAS**, the Executive Board on April 22, 2021, authorized NCTCOG to enter into an agreement with BKD, LLP (now Forvis, LLC) to conduct the scope of work for an amount not to exceed \$250,000; and,

**WHEREAS**, NCTCOG entered into an agreement with BKD, LLP (now Forvis, LLC) on August 30, 2021, to conduct the scope of work; and

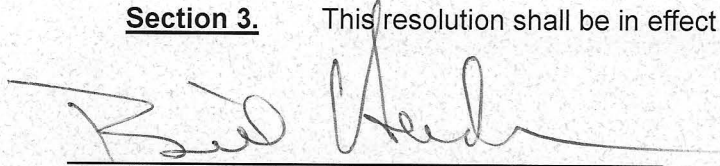
**WHEREAS**, Forvis, LLC needs additional funds to complete recommended improvements to transit agencies' accounting systems and procedures,

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** An amendment to the contract between NCTCOG and Forvis, LLC to add an additional \$30,000 to the original not-to-exceed amount of \$250,000, for a new total contract amount not to exceed \$280,000 (\$280,000 Federal Transit Administration funds with 56,000 Transportation Development Credits in lieu of local match) be and is hereby approved.

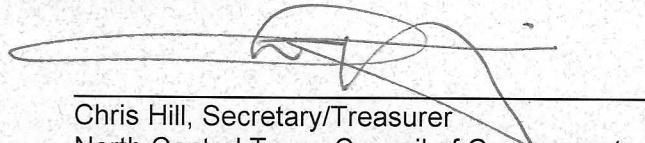
**Section 2.** The Executive Director or designee of NCTCOG is authorized to execute a contract amendment with Forvis, LLC in the name of the North Central Texas Council of Governments as described herein.

**Section 3.** This resolution shall be in effect immediately upon its adoption.



Bill Heidemann, Vice-President  
North Central Texas Council of Governments  
Mayor, City of Corinth

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on January 26, 2023.

  
Chris Hill, Secretary/Treasurer  
North Central Texas Council of Governments  
County Judge, Collin County



**RESOLUTION ADOPTING FY 2024 CRIMINAL JUSTICE PROGRAM POLICIES AND PROCEDURES**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

**WHEREAS**, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

**WHEREAS**, NCTCOG is responsible for reviewing and scoring local agencies' criminal justice grant applications; and,

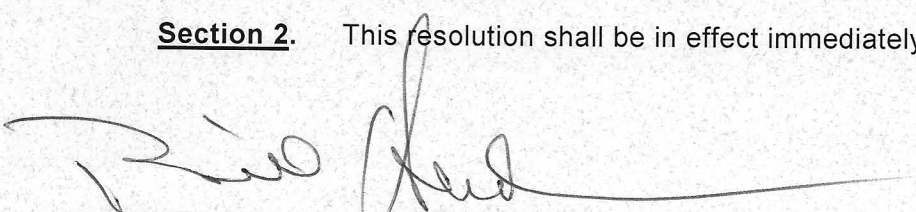
**WHEREAS**, the Office of the Governor's Public Safety Office's Interlocal Cooperation Agreement with NCTCOG requires Criminal Justice Program Policies and Procedures to be adopted by NCTCOG's Executive Board; and,

**WHEREAS**, the Criminal Justice Policy Development Committee (CJPDC), which is appointed by the Executive Board, reviewed, approved, and recommended Executive Board adoption of the Fiscal Year 2024 Criminal Justice Program Policies and Procedures on December 14, 2022.

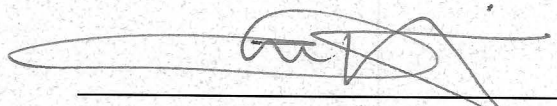
**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** The NCTCOG Executive Board adopts the Fiscal Year 2024 Criminal Justice Program Policies and Procedures, included in Attachment 1.

**Section 2.** This resolution shall be in effect immediately upon its adoption.

  
\_\_\_\_\_  
Bill Heidemann, Vice-President  
North Central Texas Council of Governments  
Mayor, City of Corinth

I hereby certify that the Executive Board of the North Central Texas Council of Governments adopted this resolution on January 26, 2023.

  
\_\_\_\_\_  
Chris Hill, Secretary-Treasurer  
North Central Texas Council of Governments  
County Judge, Collin County

# **Criminal Justice Policy Development Committee Policies and Procedures**

## **INTRODUCTION**

The following policies and procedures define rules and regulations governing certain application processes for the Office of the Governor's (OOG) Public Safety Office (PSO) programs. PSO has identified the following funding opportunities in which the North Central Texas Council of Governments (NCTCOG) will assist in the distribution of grant funds:

- Criminal Justice Program (Justice Assistance Grant (CJ-JAG))
- General Victim Assistance – Direct Services Program (GVA)
- Juvenile Justice and Delinquency Prevention Program (JJ)
- Truancy Prevention (TP)
- Victims of Commercial Sexual Exploitation (CSE)
- Violent Crimes Against Women Criminal Justice and Training Program – Domestic Violence, Sexual Assault, Dating Violence, and Stalking (VAW)

In addition, these policies and procedures govern the operation of NCTCOG's Criminal Justice Policy Development Committee (CJPDC) as outlined in the Interlocal Cooperation Agreement between OOG and NCTCOG.

NCTCOG shall provide general planning and coordination activities for issues related to criminal justice, juvenile justice, delinquency prevention, victims services, and related topics throughout the year. Such services may include providing feedback on, input to, or communicating PSO's real or proposed priorities.

## **1. COMPLIANCE WITH ADMINISTRATIVE RULES**

- 1.1. All policies, rules, and regulations set forth in this document are in compliance with the Texas Administrative Code (TAC), Title 1, Part 1, Chapter 3.
- 1.2. Section 3.1 of the Texas Administrative Code; Applicability: Subchapters A through F of this chapter apply to all applications for funding and grants submitted to PSO. Subchapter A covers the general provisions for grant funding. Subchapter B addresses budget rules for grant funding. Subchapter D provides rules detailing the conditions PSO may place on grants. Subchapter E sets out the rules related to administering grants. Subchapter F specifies rules regarding program monitoring and audits.

## **2. NOTIFICATION OF FUNDING OPPORTUNITIES**

OOG will post all Funding Announcements (FA) in the *Texas Register* and to the OOG eGrants Funding Schedule Calendar. OOG will notify the COGs when FAs are posted in the *Texas Register*. NCTCOG will post OOG funding opportunities to its website and will distribute a notification of funding availability to regional database contacts. The NCTCOG notification will contain mandatory grant application workshop information, including the schedule and registration details.

OOG posts all funding announcements in the *Texas Register*. It is the applicant agency's responsibility to identify funding opportunities in which to apply.



### 3. APPLICATION WORKSHOP REQUIREMENT

- 3.1. NCTCOG's Criminal Justice Program staff will conduct mandatory Grant Application Workshops. Workshop schedules and registration details will be posted on NCTCOG's Criminal Justice Program website.

NCTCOG shall make the following available to current grantees, potential applicants, and other requestors at least 30 days prior to the PSO eGrants application deadline: local priorities related to criminal justice issues; local policies and procedures; criteria used in the scoring of applications including a copy of the scoring instrument; other relevant materials that affect NCTCOG's scoring process; and information related to the availability of training materials or other documents regarding PSO grant application creation available on the eGrants website. NCTCOG will direct potential applicants to the eGrants website and shall inform applicants/grantees to contact OOG personnel and/or the eGrants Helpdesk for assistance.

3.2. MANDATORY ATTENDANCE:

- 3.2.1. Grant application workshop attendance is mandatory for all FY24 applicants wishing to submit a new application, renewal application and/or a non-competing continuation application in CJ-JAG, GVA, JJ, TP and VAW. CSE applicants are encouraged to attend a grant application workshop.

- 3.3. TECHNICAL ASSISTANCE: Applicants may request technical assistance from NCTCOG Criminal Justice Program staff during the development of applications prior to submission. PSO staff will also provide technical assistance on grant-related questions/issues. NCTCOG technical assistance is advisory in nature and is not intended to address all possible outcomes of the grant application process.

- 3.4. NCTCOG may require additional information be submitted directly to NCTCOG for scoring purposes. NCTCOG-required items may include but not be limited to the NCTCOG Addendum, applicable Cooperative Working Agreements and/or Letters of Intent.

Applications submitted on an incorrect NCTCOG Addendum will not be scored and will not be recommended for funding (for example: submitting a CJ-JAG project on a Juvenile Justice addendum).

Applications submitted on an NCTCOG Addendum from prior grant cycles will not be scored and will not be recommended for funding.

- 3.5. DEADLINES: Application submission deadlines will be set by PSO and eGrants applications in all program categories will be submitted directly to PSO electronically.

Egrants submissions and all NCTCOG-required documents are due by the PSO-determined due date. Deadlines are final. No late eGrants applications or NCTCOG-required information will be accepted, without exceptions. There is no appeal process.

### 4. FUNDING GUIDELINES

4.1. LOCAL PRIORITIES AND STRATEGIC PLANNING:

- 4.1.1. Local needs and priorities will be identified through the strategic planning process, with guidelines set forth by PSO. The criminal justice needs relevant to the plan include but are not limited to criminal justice system improvements, juvenile justice system improvements, direct victim services, mental health, and substance abuse treatment.

Local priorities will be presented to applicants during mandatory grant application workshops and will be incorporated into the scoring criteria.

Local needs and priorities for the strategic planning process may be gathered via electronic surveys, on-site meetings, or other reasonable methods.

For scoring purposes, CJPDC may identify specific issues related to the local priorities.

NCTCOG will evaluate, update and submit the Strategic Plan and an Executive Summary by a deadline set by PSO.

- 4.1.2. Grant application workshop attendees will be made aware of the importance of justice-related strategic planning. All strategic planning documents will be posted on NCTCOG's website.
- 4.2. **APPLICANT ELIGIBILITY:** Eligibility for funding is determined by PSO and applicant agencies must adhere to guidelines set forth by PSO in the Funding Announcement (FA) as posted in the *Texas Register*. Funding allocated to NCTCOG's 16-county region may only serve the NCTCOG region. Therefore, applicants desiring to serve counties in other COG regions must submit a separate application to that COG and follow the policies and procedures set forth by each.
  - 4.2.1. Agencies receiving funds directly from their state association, from a PSO-designated fiscal agent or directly from PSO for select programs must apply directly through their state association, designated fiscal agent, or PSO and may not apply for funds allocated to NCTCOG's region. Examples include but are not limited to: Children's Advocacy Centers and Court Appointed Special Advocates projects.
  - 4.2.2. PSO will make the final determination as to which funding source is most appropriate for each application.
- 4.3. **FUNDING LIMITATIONS:** For the FY24 grant cycle, the following guidelines apply to program categories prioritized by NCTCOG:
  - 4.3.1. **Criminal Justice Program - Justice Assistance Grant (CJ-JAG):**
    - 4.3.1.1. **Non-Profit Applicant Agencies** (including hospitals and faith-based organizations): A suggested cap of \$50,000 has been placed on new and renewal CJ-JAG applications being scored and prioritized.
    - 4.3.1.2. **Units of Local Government, ISDs, Native American tribes, Councils of Governments, State Agencies, Colleges and Universities:**
      - 4.3.1.2.1. A suggested cap of \$100,000 has been placed on new and renewal CJ-JAG applications being scored and prioritized that benefit one service area/jurisdiction.
      - 4.3.1.2.2. A suggested cap of \$160,000 has been placed on new and renewal CJ-JAG applications being scored and prioritized that benefit two service areas/jurisdictions.\*
      - 4.3.1.2.3. A suggested cap of \$240,000 has been placed on new and renewal CJ-JAG applications being scored and prioritized that benefit three or more service areas/jurisdictions.\*
  - \* CJ-JAG collaboration projects may be subject to additional supporting documentation at the time of grant submittal. Supporting documents may include items such as Letters of Intent from all collaborators and Cooperative Working Agreements. CJ-JAG collaboration documents are due by the PSO-determined due date (see Section 3.5).
  - 4.3.2. **Juvenile Justice & Delinquency Prevention Program:** A suggested cap of \$100,000 has been placed on new and renewal applications being scored and prioritized.



- 4.3.3. Truancy Prevention Program: A suggested cap of \$100,000 has been placed on new and renewal applications being scored and prioritized.
- 4.3.4. Violence Against Women Justice and Training Program: A suggested cap of \$150,000 has been placed on new and renewal applications being scored and prioritized.
- 4.3.5. General Victim Assistance Grant Program (GVA) and Victims of Commercial Sexual Exploitation (CSE): Per direction from PSO, funding limits do not apply for new and renewal applications submitted in these categories.
- 4.3.6. Non-competing continuation projects in CJ-JAG, JJ, TP, VAW and GVA in year two or three for FY24 may either continue in the cycle at the currently funded amount or submit the project as a "renewal", follow applicable funding limitations and enter back in the competition to be scored.
- 4.3.7. All Program Categories: The CJPDC has the discretion to recommend an application at a reduced amount.

#### 4.4. APPLICATION LIMITATIONS:

- 4.4.1. For the FY24 grant cycle, an agency may submit two new, or two renewals, or one new and one renewal distinctly different project(s) to be scored in the following categories:

Juvenile Justice\*  
Truancy Prevention\*  
Violence Against Women Justice and Training Program\*

- 4.4.2. Criminal Justice Program - Justice Assistance Grant (CJ-JAG):

- 4.4.2.1. For the FY24 grant cycle, an agency may submit one new or one renewal non-collaborative CJ-JAG application to be scored and may also submit one new collaborative or one renewal collaborative CJ-JAG project to be scored. A non-collaborative project benefits a single entity or jurisdiction; a collaborative project benefits two or more entities or jurisdictions. Refer to Section 4.3.1 for suggested funding limit on collaborative projects.\*

\*EXCEPTION: The exception applies only to government entities. For cities and counties with distinct departments, each department may submit two new, or two renewals, or one new and renewal application(s) to be scored in Juvenile Justice and Violence Against Women. Distinct local government departments may submit one new OR one renewal AND one new collaborative or one renewal collaborative CJ-JAG application to be scored.

For example, a county's juvenile probation department, district attorney's office and sheriff's office may each submit up to two new, two renewals, or one new and renewal distinctly different application(s) in Juvenile Justice and Violence Against Women. These distinct departments may submit one new OR one renewal AND one collaborative CJ-JAG application to be scored.

A government entity is not limited in the number of their departments that apply.

- 4.4.3. General Victim Assistance Program: Per PSO, non-profit applicants are limited to a single application per agency, and all other eligible organizations are limited to one application per unit, district or division.
    - 4.4.4. Victims of Commercial Sexual Exploitation (CSE): There is no limit on number of CSE applications per agency.

4.5. APPLICATION CYCLES:

4.5.1. Criminal Justice Program - Justice Assistance Grant (CJ-JAG) projects:

- 4.5.1.1. A three-year prioritization cycle applies to all new and renewal FY24 CJ-JAG staffing-based projects.
- 4.5.1.2. A two-year prioritization cycle applies to all new and renewal FY24 CJ-JAG evaluation projects.
- 4.5.1.3. A one-year prioritization cycle applies to all new FY24 CJ-JAG equipment-only projects.
- 4.5.1.4. Agencies funded for a law enforcement patrol vehicle(s) in FY23 CJ-JAG may not apply for an additional patrol vehicle(s) in the FY24 and FY25 CJ-JAG grant cycles.
- 4.5.1.5. Based on scoring results, the CJPDC and NCTCOG's Executive Board will develop priority list recommendations for a period of three years for staffing-based CJ-JAG applications and a period of two years for CJ-JAG evaluation applications.
- 4.5.1.6. PSO will not make CJ-JAG funding allocations directly to NCTCOG, therefore a recommendation for a multi-year period only means the application will be scored the first year and will move up the priority level for the subsequent prioritization year(s) without being scored again.
- 4.5.1.7. For FY24, new and renewal CJ-JAG projects will enter the application cycle at 100% of the awarded amount in the first year and will be prioritized at an amount not to exceed 100% of the original awarded amount for the remainder of the prioritization cycle.
  - 4.5.1.7.1. Staffing-based CJ-JAG projects only: PSO may award a lesser amount to a project due to depleted funding at the project's priority list position. In this case, the applicant may request the initial CJPDC-recommended amount when submitting that project's grant cycle two-of-three and grant cycle three-of-three applications. This policy will be applied to the CJ-JAG FY23 staffing-based new or renewal project that received a lesser amount, if applicable.

4.5.2. Juvenile Justice & Delinquency Prevention (JJ) projects:

- 4.5.2.1. A three-year prioritization cycle applies to all new and renewal FY24 JJ staffing-based projects.
- 4.5.2.2. A two-year prioritization cycle applies to all new and renewal FY24 JJ evaluation projects.
- 4.5.2.3. A one-year prioritization cycle applies to all new FY24 JJ equipment-only projects.
- 4.5.2.4. Based on scoring results, the CJPDC and NCTCOG's Executive Board will develop priority list recommendations for a period of three years for staffing-based JJ applications and a period of two years for JJ evaluation applications.
- 4.5.2.5. PSO will not make JJ funding allocations directly to NCTCOG, therefore a recommendation for a multi-year period only means the application will be scored the first year and will move up the priority level for the subsequent prioritization year(s) without being scored again.
- 4.5.2.6. For FY24, new and renewal JJ projects will enter the application cycle at 100% of the awarded amount in the first year and will be prioritized at an amount not to exceed 100% of the original awarded amount for the remainder of the prioritization cycle.



- 4.5.2.6.1. Staffing-based JJ projects only: PSO may award a lesser amount to a project due to depleted funding at the project's priority list position. In this case, the applicant may request the initial CJPDC-recommended amount when submitting that project's grant cycle two-of-three and grant cycle three-of-three applications. This policy will be applied to the JJ FY23 staffing-based new or renewal project that received a lesser amount, if applicable.

4.5.3. Truancy Prevention (TP) projects:

- 4.5.3.1. A three-year prioritization cycle applies to all new and renewal FY24 TP staffing-based projects.
- 4.5.3.2. A two-year prioritization cycle applies to all new and renewal FY24 TP evaluation projects.
- 4.5.3.3. A one-year prioritization cycle applies to all new FY24 TP equipment-only projects.
- 4.5.3.4. Based on scoring results, the CJPDC and NCTCOG's Executive Board will develop priority list recommendations for a period of three years for staffing-based TP applications.
- 4.5.3.5. PSO will not make TP funding allocations directly to NCTCOG, therefore a recommendation for a multi-year period only means the application will be scored the first year and will move up the priority level for the subsequent prioritization year(s) without being scored again.
- 4.5.3.6. For FY24, new and renewal TP projects will enter the application cycle at 100% of the awarded amount in the first year and will be prioritized at an amount not to exceed 100% of the original awarded amount for the remainder of the prioritization cycle.
  - 4.5.3.6.1. Staffing-based TP projects only: PSO may award a lesser amount to a project due to depleted funding at the project's priority list position. In this case, the applicant may request the initial CJPDC-recommended amount when submitting that project's grant cycle two-of-three and grant cycle three-of-three applications. This policy will be applied to the TP FY23 staffing-based new or renewal project that received a lesser amount, if applicable.

4.5.4. Violence Against Women Justice and Training (VAW) projects:

- 4.5.4.1. A three-year prioritization cycle applies to all new and renewal FY24 VAW staffing-based projects.
- 4.5.4.2. A two-year prioritization cycle applies to all new and renewal FY24 VAW evaluation projects.
- 4.5.4.3. A one-year prioritization cycle applies to all new FY24 VAW equipment-only projects.
- 4.5.4.4. Based on scoring results, the CJPDC and NCTCOG's Executive Board will develop priority list recommendations for a period of three years for staffing-based VAW applications and a period of two years for VAW evaluation applications.
- 4.5.4.5. PSO will not make VAW funding allocations directly to NCTCOG, therefore a recommendation for a multi-year period only means the application will be scored the first year and will move up the priority level for the subsequent prioritization year(s) without being scored again.

- 4.5.4.6. For FY24, new and renewal VAW projects will enter the application cycle at 100% of the awarded amount in the first year and will be prioritized at an amount not to exceed 100% of the original awarded amount for the remainder of the prioritization cycle.
  - 4.5.4.6.1. Staffing-based VAW projects only: PSO may award a lesser amount to a project due to depleted funding at the project's priority list position. In this case, the applicant may request the initial CJPDC-recommended amount when submitting that project's grant cycle two-of-three and grant cycle three-of-three applications. This policy will be applied to the VAW FY23 staffing-based new or renewal project that received a lesser amount, if applicable.
- 4.5.5. General Victim Assistance (GVA) projects:
  - 4.5.5.1. A three-year prioritization cycle applies to all new and renewal FY24 GVA staffing-based projects.
  - 4.5.5.2. A two-year prioritization cycle applies to all new and renewal FY24 GVA evaluation projects.
  - 4.5.5.3. A one-year prioritization cycle applies to all new FY24 GVA equipment-only projects.
  - 4.5.5.4. FY24 GVA applications containing a renewal component AND a non-competing continuation component will inherit the prioritization cycle status of the most recently-scored component.
  - 4.5.5.5. An applicant with an FY24 GVA non-competing continuation component is allowed to submit for a new and distinctly different GVA component that is not currently funded. In this case, only the new component will be scored.
  - 4.5.5.6. Based on scoring results, the CJPDC and NCTCOG's Executive Board will develop priority list recommendations for a period of three years for staffing-based GVA applications and a period of two years for GVA evaluation applications.
  - 4.5.5.7. PSO will not make GVA funding allocations directly to NCTCOG, therefore a recommendation for a multi-year period only means the application will be scored the first year and will move up the priority level for the subsequent prioritization year(s) without being scored again.
  - 4.5.5.8. For FY24, new and renewal GVA projects will enter the application cycle at 100% of the awarded amount in the first year and will be prioritized at an amount not to exceed 100% of the original awarded amount for the remainder of the prioritization cycle.
    - 4.5.5.8.1. Staffing-based GVA projects only: PSO may award a lesser amount to a project due to depleted funding at the project's priority list position. In this case, the applicant may request the initial CJPDC-recommended amount when submitting that project's grant cycle two-of-three and grant cycle three-of-three applications. This policy will be applied to the GVA FY23 staffing-based new or renewal project that received a lesser amount, if applicable.
- 4.5.6. Victims of Commercial Sexual Exploitation (CSE) projects: PSO will provide special scoring instructions to NCTCOG for CSE application prioritization. Application prioritization cycles will not apply to CSE.



4.5.7. All Funding Categories:

- 4.5.7.1. All final funding decisions are made by PSO, and an NCTCOG recommendation is not a guarantee of funding.
- 4.5.7.2. Applications funded by PSO out of prioritization order will be one-grant period commitments.
- 4.5.7.3. Grant Adjustment Policy: An authorized person for a funded project will notify NCTCOG in writing prior to submitting a grant adjustment request through OOG's eGrants system. Should NCTCOG staff determine the adjustment results in a deviation from the scope of services presented in the original application, the grant adjustment request may be forwarded to CJPDC for review. If CJPDC determines the change in budget or scope of the funded project impacts how the project would have been prioritized, the prioritization may be withdrawn, and future recommendations may be affected.

**5. APPLICATION REVIEW AND SCORING PROCESS**

- 5.1. Applications will be scored by members of the CJPDC.
- 5.2. PROJECT SCORING CRITERIA: The CJPDC-approved scoring criteria will be used to evaluate each new and renewal application submitted for review. The exception will be CSE applications as PSO will provide special CSE scoring criteria.
- 5.3. MINIMUM SCORE: A minimum score of seventy (70) is required for a project to be recommended for funding in all program categories except CSE.
- 5.4. PROJECT SCORING PROCESS:
  - 5.4.1. Once PSO determines the eligibility of applications within a program category, applications will be forwarded to NCTCOG for scoring and prioritization.
  - 5.4.2. In the event in-person scoring sessions cannot be held, scoring will be conducted via a virtual platform. If a scoring session is held virtually, members are counted as present and may score applications via teleconference or video conference.
  - 5.4.3. In order to be able to score applications, each CJPDC member must participate in scoring training provided by NCTCOG Criminal Justice Program staff.
  - 5.4.4. When necessary, as a result of the number of submitted applications for review, scoring, and prioritization, NCTCOG staff will divide the CJPDC members into scoring teams. NCTCOG Criminal Justice program staff will attempt to divide members into teams with a system that maintains diversity of PSO multi-disciplinary representation of members and considers prior history of individual member's scoring average.
  - 5.4.5. Scores from each scoring team member will be recorded, totaled, and averaged with the other team member scores for each individual project. The average score for each application will be used to rank the applications from high to low which will determine the NCTCOG-recommended priority within each program category.
  - 5.4.6. In the event of a tie score when the projects are ranked, staff will delete a high score and a low score until the tie is broken. Projects will be placed on the priority list in the order of the tiebreaker score.

For example: Project 1 and Project 2 both have an average of 85.0000. After removing the high and low individual scores from each project, Project 1 now has an average of 84.333333 and Project 2 has an average of 86.55555. Project 2 will be listed above Project 1 on the priority ranking list.

- 5.5. NCTCOG will provide Vendor Hold technical assistance to grantees. At time of scoring/prioritization, NCTCOG staff will notify CJPDC of agencies that appear to have persistent vendor hold issues.

## **6. NCTCOG RECOMMENDATIONS FOR FUNDING**

- 6.1. The CJPDC must make funding recommendations on applications based upon local criminal justice priorities identified in the NCTCOG's most recently completed strategic plan; any PSO-identified state priorities, the eligibility, reasonableness, and cost-effectiveness of the proposed project; and current NCTCOG policies and procedures. The CJPDC has the discretion to recommend an application at a reduced amount.
- 6.1.1. The CJPDC will make priority recommendations to NCTCOG's Executive Board. The Executive Board will make the final determination on the CJPDC priority lists.
- 6.1.2. Following Executive Board endorsement, applicants will be notified within fourteen (14) calendar days that their application was either "Recommended for Funding" or "Not Recommended for Funding" to PSO. Spreadsheets identifying the scores and priority ranking for each program category will be posted on the NCTCOG website, which will include the following statement:

"After the Criminal Justice Advisory Committee prioritizes the grant applications and the NCTCOG's governing body approves the priority listing, the NCTCOG submits the written priority listing to PSO. Based upon the NCTCOG's priority listing, PSO will verify the eligibility, reasonableness and cost-effectiveness strategy of the proposed project, and the availability of funding, and will render final funding decisions on these grant applications. The NCTCOG will notify grantees of any changes in the funding recommendations."

### **6.2. PRIORITY RANKING PROCEDURE:**

- 6.2.1. NCTCOG staff will place all non-competing continuation projects in their priority ranking from the previous year in each program category. All applications will maintain their initial score until the prioritization period expires.
- 6.2.2. New and renewal projects will be placed in priority (according to score, high to low) immediately following non-competing continuation projects in each program category.
- 6.2.3. If a project is deemed ineligible by PSO, it will be noted as such on the priority ranking list. If a project is not recommended by CJPDC, it will be noted as such on the priority ranking list.
- 6.2.4. In the event more than one agency applies for identical services serving the same geographical area and each receives a "recommended for funding" score, the CJPDC will determine if the geographic area to be served is sufficient to support more than one program. If not, the organization receiving the highest score will be recommended for funding and the lower-scored application(s) will not be recommended for funding.
- 6.2.5. The CJPDC reserves the right not to recommend a project based upon chronic or egregious violations including but not limited to PSO monitoring reports verifying non-compliance, failure to complete PSO-required program progress reports and/or PSO-required financial reports, misuse of PSO funds, or at the discretion of the PSO.



6.2.6. In the event PSO provides NCTCOG with projected allocations for a project category, and if there are insufficient applications recommended for funding with a minimum score of 70 points to expend the allocation, the CJPDC may continue to recommend projects in ranking order until the funding is expended or a minimum score of 60 points is reached.

- 6.3. EX-PARTE CONTACT: Any form of contact between a committee member and an applicant agency's representative, employee or contractor in which the application or the scoring of the application is discussed is prohibited. Such contact should immediately be reported to NCTCOG's Criminal Justice Programs staff. Such contact may result in an applicant agency being ineligible for future funding consideration.

## **7. CRIMINAL JUSTICE POLICY DEVELOPMENT COMMITTEE**

- 7.1. MEMBERSHIP: The CJPDC is a multi-disciplinary representation of members from the North Central Texas region.

7.1.1. The representation must include citizens or parents, substance abuse prevention, education, juvenile justice, law enforcement, mental health, non-profit organizations, municipalities, counties, prosecution or courts, and victim services. No single group may constitute more than one-third (1/3) of the Committee.

7.1.2. Membership shall roughly reflect a county's percentage of the region's population. Every attempt will be made to have at least one representative from each of the region's 16 counties.

7.1.3. NCTCOG's Executive Board will appoint new members, to serve staggered three-year terms, ending December 31<sup>st</sup> of each calendar year, with a maximum committee size of fifty members. Every effort will be made to balance committee representation based on county population.

7.1.4. The Committee includes a permanent representative for each of the following agencies: City of Dallas and City of Fort Worth Police Departments; Dallas County and Tarrant County Sheriff's Offices; Dallas County and Tarrant County District Attorney's Offices; Dallas County and Tarrant County Juvenile Probation Departments; Dallas County and Tarrant County Community Supervision and Corrections Department (Adult Probation).

7.1.4.1. One alternate may be designated for the above referenced permanent representatives. If the designated alternate is scoring applications for a program category, the alternate must attend a CJPDC Scoring Training session and be present at the program category scoring review(s).

7.1.4.2. The permanent representative and designated alternate(s) for agencies listed in Section 7.1.4 may not share voting privileges simultaneously.

7.1.5. New member nominations may be solicited from a variety of sources, including elected officials, current members, strategic planning participants, and community contacts. Members in good standing may serve two consecutive 3-year terms.

7.1.6. Appointed members are expected to participate in each meeting to carry out the grant review and prioritization process and other CJPDC business. Attendance issues may be grounds for removal. It is the responsibility of the member to notify NCTCOG staff in advance when unable to participate in CJPDC functions. NCTCOG staff will notify the Chair and Vice Chair of chronic non-participation issues. As directed, NCTCOG staff will contact the member regarding his/her intent to remain on CJPDC. Based on member's response to such inquiry, the member may be subject for removal from CJPDC.

- 7.1.7. Membership Ethics Subcommittee: NCTCOG Criminal Justice Program staff will assist the Chairperson in appointing no more than 10 current members to serve on this subcommittee. Each member of this subcommittee shall be familiar with best ethics practices and standards relating to moral turpitude. The subcommittee is responsible to assure that members of the CJPDC are ethically fit to serve. The subcommittee shall investigate and deliberate concerns regarding any members' fitness to serve from any source. The subcommittee shall make one of the following recommendations to the CJPDC if it finds grounds to sustain the ethical concern of the member: 1) censure of the member or 2) removal of the member from the CJPDC. The CJPDC shall approve, reject, or modify the subcommittee's recommendation.
- 7.1.8. A quorum is at least 50% of the Committee's active membership. A vote may be carried by a majority of those Committee members participating during a meeting at which a quorum is present.
- 7.2. OFFICERS & DUTIES:
- 7.2.1. During the last quarter of the calendar year, a Nominations Subcommittee will be appointed by the Chairperson to develop a list of candidates for the committee's consideration. This Subcommittee will include the Chair, or in the Chair's absence, the Vice-Chair and at least four (4) other Committee members.
- 7.2.2. The Chair will:
- Preside at all meetings of the CJPDC
  - Call regular and special meetings of the CJPDC
  - Appoint temporary sub-committees at his/her discretion to perform specific tasks related to the business of the CJPDC
  - Appoint special sub-committees at his/her discretion
- 7.2.3. The Vice-Chair will: Act as the presiding officer during the absence or incapacity of the Chair and shall have all the duties, responsibilities, powers, and privileges of the Chair
- 7.2.4. TERM OF OFFICE - Term of office for officers shall be limited to two one-year terms. He/she must be a Committee member and not a designated alternate and be recommended to NCTCOG's Executive Board for confirmation annually. A member elected to Chair or Vice Chair shall be allowed to remain on the committee in order to carry out the duties and term of the officer position.
- 7.2.5. VACANCY - In the event of a vacancy for the position of any officer, the Committee will recommend a replacement to the Executive Board no later than the next regular meeting following notification that such vacancy exists.
- 7.3. NCTCOG will ensure that all NCTCOG governing board meetings and meetings of the CJPDC (with a quorum present) at which PSO-related matters are discussed comply with the Texas Open Meetings Act, Texas Government Code Chapter 551.
- 7.4. Regular meetings will be held to review and modify the Policies and Procedures for a new grant cycle and to address other business the CJPDC deems necessary. Special sessions will be held for new member orientation, scoring training, and grant application team reviews.
- 7.5. In the event an in-person meeting cannot be held, meetings will be conducted via a virtual platform. If a meeting is held virtually, NCTCOG staff will conduct a roll call of members to track attendance and confirm a quorum. Participating members may vote via teleconference or video conference. Electronic voting by email will be deemed binding if a remote decision is needed.
- 7.6. NCTCOG will maintain a written record documenting all CJPDC proceedings related to PSO business. Processed minutes must be certified with the signature of a CJPDC member who attended the meeting.



- 7.7. NCTCOG shall retain the Records for a period of seven (7) years after the final payment by PSO under the terms of this Agreement with the following qualification: if any audit, claim, or litigation is initiated before the expiration of the seven-year period, the Records shall be retained until the audit, claim, or litigation is resolved or until the end of the regular seven-year period, whichever is later. At the end of the seven-year period, NCTCOG shall request disposition instructions for the Records from PSO and shall dispose of the Records in accordance with PSO's instructions.
- 7.8. CONFLICT OF INTEREST POLICY: NCTCOG shall ensure that members of NCTCOG's governing body, the CJPDC, and NCTCOG staff abstain from scoring and voting on any grant application, other than a grant application submitted by NCTCOG, during the prioritization process if the member or an individual related to the member within the third degree by consanguinity or within the second degree by affinity:
- Is employed by the applicant agency and works for the unit or division that would administer the grant, if awarded;
  - Serves on any governing board that oversees the unit or division that would administer the grant, if awarded;
  - Owns or controls any interest in a business entity or other non-governmental organization that benefits, directly or indirectly, from activities with the applicant agency; or
  - Receives any funds, or a substantial amount of tangible goods or routine services, from the applicant agency as a result of the grant, if awarded.

If a CJPDC member has a conflict of interest regarding a particular grant application, NCTCOG will ensure the committee member abstains from voting, commenting, or otherwise influencing the prioritization process for that application. A CJPDC member with a conflict of interest regarding a particular grant application must vacate the room\* whenever that application is presented to or reviewed by CJPDC, and the member must not take part in or be present for any discussion on the application with any other member of CJPDC.

\*In the event a scoring session is held virtually, a CJPDC member with a conflict must leave the teleconference or video conference whenever that application is presented to or reviewed by CJPDC.

If any applicant, CJPDC member, NCTCOG personnel or other individual has reason to believe that favoritism or inappropriate actions were displayed during the scoring or prioritization of projects, NCTCOG shall ensure that the concerns are shared with PSO as soon as possible.

## **8. PUBLIC INFORMATION ACT REQUESTS**

- 8.1. NCTCOG shall notify PSO of any Public Information Act or media request received by NCTCOG relating to any application for PSO funding or PSO funded grant program no later than one (1) business day after receiving the request. The notification shall include the name of the requestor, the date the request was received by NCTCOG, and a description of the information requested. NCTCOG shall give the PSO opportunity to review any OOG-originated materials and information prior to release, if requested by the PSO.
- 8.2. NCTCOG shall notify PSO as to its response to any Public Information Act or media request received by the NCTCOG relating to any application for PSO funding or PSO-related grant program no later than one (1) business day after providing its response to the requestor. The notification shall include a description of the response (or a copy of the response, if the request was made to the requestor in writing), the date the response was provided to the requestor, and the name of the NCTCOG staff person who responded to the request.