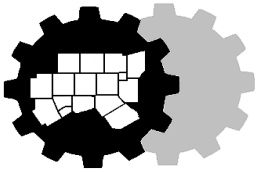
FY27 CRIMINAL JUSTICE GRANT APPLICATION WORKSHOP

NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS



1

WORKSHOP TOPICS

- COG's role
- Policies and Procedures
- New submission requirements for all categories –
  - Signed Resolution
  - Signed CEO/LAW Enforcement Certification form
  - Signed NGO Certification form
- Grant guidelines and resources
- Submittal process – DUE FEBRUARY 12, 2026
- eGrants application
- COG Addendum
- Scoring process for new or renewal projects
- Budget
- Tips and Tricks

2

WHO'S WHO IN THE COG GRANT WORLD

- NCTCOG – North Central Texas Council of Governments
- OOG – Office of the Governor
- PSO – OOG's Public Safety Office
- CJPDC – Criminal Justice Policy Development Committee AKA – scorers, reviewers, readers
- eGrants – OOG's online application and grant management system

3

NCTCOG'S 16-COUNTY REGION

4

APPLICATION PROCESS

Grant Period Starts
09-01-26 or 10-01-26
depending on funding category

PSO notifies applicants
of project status

May 2026 - COG sends Funding
Recommendation email to all
applicants

May 2026 –
COG sends Priority Lists
to PSO

March-April COG's CJPDC scores applications

Applications posted

Grant Application
Workshop Sessions

We are here!

COG Pre-Submission
Technical
Assistance Available

All
Applications due
February 12, 2026

5

JUSTICE-RELATED CATEGORIES PRIORITIZED BY NCTCOG

- **Criminal Justice Grant Program - Justice Assistance Grant (CJ-JAG):** Edward Byrne Memorial Justice Assistance Grant Program
- **General Victim Assistance (GVA):** Victims of Crime Act of 1984 (VOCA) and State funds authorized under SB30
- **Juvenile Justice & Youth Diversion Grant:** Texas General Appropriations Act and Rider 21
- **Violence Against Women Justice and Training (VAW):** Violence Against Women Act of 2013 (VAWA)

6

OOG GRANT OPPORTUNITIES
https://egrants.gov.texas.gov/fundingopp

- Active Attack Response Equipment Grant
- ALERRT Travel Assistance
- Body-Worn Camera Grant
- Border Zone Fire Department Grant (opens 1-12-26)
- County Essential Services Grant
- County Solutions to Address Commercial Sexual Exploitation
- Crime Stoppers Assistance
- Criminal Justice Grant (Justice Assistance Grant)
- General Victim Assistance
- Internet Crimes Against Children Grant
- Juvenile Justice & Youth Diversion Grant
- Nonprofit Security Grant (opens 1-12-26)
- Operation Lone Star Grant (opens 1-12-26)
- Paul Coverdell Forensic Sciences Improvement
- Peace Officer Mental Health Program
- Project Safe Neighborhoods Grant
- Residential Substance Abuse Treatment Grant
- Rifle-Resistant Body Armor Grant
- Sexual Assault Evidence Testing Grant
- Sexual Assault Forensic Exam (SAFE)-Ready Facilities Grant
- Specialized Advocacy for Commercially Sexually Exploited Youth
- Specialty Courts Grant Program
- State and Local Cybersecurity Grant – Assessment and Evaluation
- State and Local Cybersecurity Grant – Governance and Planning
- State and Local Cybersecurity Grant – Mitigation
- State and Local Cybersecurity Grant – Workforce Development
- State Crisis Intervention Grant
- Statewide Emergency Radio Infrastructure Grant (opens 1-12-26)
- Testing of Forensic Evidence Grant
- Texas Anti-Gang Grant (opens 1-12-26)
- The Texas Model for Care Coordination
- Violence Against Women Justice & Training

7

GRANT GUIDES AND RESOURCES

- **Funding Announcement**
- **OOG Resources:** https://egrants.gov.texas.gov/resources

PSO Guide to Grants – Oct 2025
PSO General FAQs – Oct 2025
eGrants User Guide to Creating an Application
eGrants Registration Guide
eGrants FAQs
Developing a Good Project Narrative Guide

- Texas Grant Management Standards (TxGMS) Version 2.1
- DOJ Grants Financial Guide – Dec 2025
- Code of Federal Regulations (CFR) 200
- Texas Administrative Code (TAC)

Last, but not least: Familiarize yourself with the *Grantee Standard Conditions and Responsibilities* document located on COG's FY27 handout section:

https://www.nctcog.org/public-safety/criminal-justice/grant-application-workshop-information

8

HOW GRANTS ARE SCORED

- We follow a system consistent with many government and private funding organizations that deal with a large volume of applications.
- The CJPDC may be divided into teams based on the number of applications to be scored.
- Each team is given a batch of applications to score.

9

PSO SELECTION CRITERIA

PSO makes all final funding decisions and will consider NCTCOG rankings along with other factors including eligibility, reasonableness of the project, availability of funding, and cost effectiveness.

PSO may not fund all applications or may only award part of the amount requested. In the event that funding requests exceed available funds, PSO may revise projects to address a more limited focus.

10

NCTCOG FUNDING RECOMMENDATIONS

Per PSO, COG advisory committees may recommend a project at a lower dollar amount if a program component is determined to be ineligible, unreasonable, and/or not cost effective.

Requested amounts may also be lowered to accommodate funding allocation.

11

NCTCOG FUNDING RECOMMENDATION NOTICE

- This email communication to all CJ-JAG, GVA, JJ-YD and VAW applicants follows TAC language and will include ranking spreadsheets showing which projects **are/are not** recommended for funding.
- Being "recommended for funding" means your project scored 70 or higher.
- **An NCTCOG recommendation for funding does NOT guarantee funding by PSO.**
- **A score of 70 or higher does NOT guarantee funding by PSO.**
- There is no COG appeal process.
- PSO will make all funding decisions.

Don't write a check you can't cash!!

12

THESE ARE COST REIMBURSEMENT GRANTS

If your project is funded, you spend your money first, and request reimbursement from PSO via Financial Status Report (FSR).

13

REQUIREMENT: CEO/LAW ENFORCEMENT CERTIFICATIONS AND ASSURANCES FORM (ALL GRANT CATEGORIES)

- Local units of government, including cities, counties and other general political subdivisions, as appropriate, and institutions of higher education that operate a law enforcement agency must comply with all aspects of the programs and procedures utilized by the US Department of Homeland Security. See more details in Funding Announcement.
- ****NEW** The signed CEO/Law Enforcement Certifications and Assurances form MUST be uploaded before submission.**
- Per PSO: CEO is your Authorized Official – i.e., Mayor, County Judge, college/university President/Chair; Head of Agency will be Police Chief or Sheriff
- ***Download the 2027 form via link in eGrants Narrative tab or COG's FY27 handout section:***
  https://www.nctcog.org/public-safety/criminal-justice/grant-application-workshop-information

14

CEO/NON-GOVERNMENTAL ORGANIZATION (NGO) CERTIFICATION AND ASSURANCE FORM (ALL FUNDING CATEGORIES)

- A non-profit must certify that it does not have, and will continue not to have any policy procedure, or agreement (written or unwritten) that in any way encourages, induces, entices, or aids any violation of immigration laws. See more details in Funding Announcement.
- ****NEW** The signed CEO/NGO Certification and Assurance form MUST be uploaded before submission.**
- Per PSO: CEO is your Authorized Official – i.e., Executive Director of Board Chairperson
- ***Download the 2027 form via link in eGrants Narrative tab or COG's FY27 handout section:***
  https://www.nctcog.org/public-safety/criminal-justice/grant-application-workshop-information

15

REQUIREMENT: COMPUTERIZED CRIMINAL HISTORY (CCH) – APPLIES TO ALL APPLICANTS IN ALL PROJECT CATEGORIES

Entities receiving funds from PSO must be located in a county that has an average of 90% or above on both adult and juvenile criminal history dispositions entered into the computerized criminal history database maintained by the Texas Department of Public Safety (DPS) as directed in the Texas Code of Criminal Procedure, Chapter 66.

Counties applying for Office of the Governor grants must commit that the county will report at least 90% of convictions within five (5) business days to the Criminal Justice Information System at DPS.

16

COUNTY COMPLIANCE AVERAGES 2020-2024

(updated 1-2-2026)

COUNTY	ADULT	JUVENILE
COLLIN	91%	92%
DALLAS	83%	98%
DENTON	85%	95%
ELLIS	87%	83%
ERATH	91%	93%
HOOD	94%	90%
HUNT	91%	95%
JOHNSON	90%	99%
KAUFMAN	89%	99%
NAVARRO	87%	89%
PALO PINTO	87%	82%
PARKER	91%	98%
ROCKWALL	90%	93%
SOMERVELL	93%	100%
TARRANT	89%	86%
WISE	87%	97%

17

REQUIREMENT: COMPUTERIZED CRIMINAL HISTORY (CCH) – APPLIES TO ALL APPLICANTS IN ALL PROJECT CATEGORIES

Do you submit an application if your county is below 90% at the time of the February 12th due date? **YES** – your county may come into compliance before grant start date.

Who in your county can help with this? Start with the county judge and/or court offices. COG may be able to help with specific contact persons.

Contact OOG at 512-463-1919 for compliance questions. Contact DPS for technical questions at cjisjjis@dps.texas.gov.

18

REQUIREMENT: CYBERSECURITY TRAINING – CITIES AND COUNTIES

- Local units of governments must comply with the Cybersecurity Training requirements described in Section 772.012 and Section 2054.5191 of the Texas Government Code.
- Government entities must annually certify their compliance with the training requirements using the Cybersecurity Training Certification for State and Local Governments.
- A copy of the Training Certification must be uploaded to your eGrants application.
- **This certification document does NOT have to be uploaded at time of application submission.**
- For more information or to access available training programs, visit the Texas Department of Information Resources Statewide Cybersecurity Awareness Training page.

19

REQUIREMENT: UCR REPORTS – ALL GRANT CATEGORIES

- Eligible applicants operating a law enforcement agency must be current on reporting complete UCR data and Texas specific reporting mandated by 411.042 TGC to DPS for inclusion in the annual Crime in Texas publication.
- To be considered eligible for funding, applicants must have submitted a full 12 months of accurate data to DPS for the most recent calendar year by the deadline(s) established by DPS.

20

ONE MORE REQUIREMENT.... SEXUAL ASSAULT EVIDENCE TRACKING (ALL GRANT CATEGORIES)

- Required for **all cities and counties.**
- Any facility or entity that collects evidence for sexual assault or other sex offenses or investigates or prosecutes a sexual assault or other sex offense for which evidence has been collected must participate in the statewide electronic tracking system developed and implemented by DPS.
- See DPS's website for more information or to set up an account to begin participating: https://www.dps.texas.gov/section/crime-laboratory/sexual-assault-evidence-tracking-program (Link also located in eGrants Narrative tab.)

21

NCTCOG POLICIES & PROCEDURES

MINIMUM SCORE REQUIRED - A minimum score of seventy (70) is required for a NEW or RENEWAL project to be recommended for funding regardless of funding source.

LOCAL FUNDING PARAMETERS – Funding Announcements state "no maximum"; however, each COG may set suggested funding limits.

PROJECTS OUTSIDE COG'S REGION - Funding allocated to the NCTCOG 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 that respective COG.

EX-PARTE CONTACT - Any form of contact between an applicant agency's representative, employee or contractor and a committee member in which the application or the scoring of the application is discussed is prohibited. Such contact may result in an applicant agency being ineligible for future funding consideration.

22

PROJECT TYPES

- **NEW PROJECT** – Project is NOT currently funded. NCTCOG Addendum **is** required. **WILL BE SCORED.**
- **RENEWAL PROJECT*** – Project is currently funded and is at end of prioritization cycle. Workshop attendance is mandatory. NCTCOG Addendum **is** required. **WILL BE SCORED.** *Note: programmatic progress reports, expenditure rates, and Sustainability information from previously completed grant periods will be provided to the Criminal Justice Policy Development Committee.*
- **NON-COMPETING CONTINUATION PROJECT*** – You're applying for year two-of-three or year three-of-three in the prioritization cycle. Project must maintain the same scope as what is currently funded. NCTCOG Addendum **is NOT** required. **MUST SUBMIT EGRANTS APPLICATION – NOT SCORED.**

* Do not generate a new application number; use your current application number to start your renewal or non-competing continuation application.

Don't suffer from a grant identity crisis – know your project type!!!

23

NCTCOG POLICY: THREE-YEAR PRIORITIZATION CYCLE

- Staffing-based projects scored and funded in FY27 will move into a three-year prioritization cycle. These are referred to as *non-competing continuations*. Non-competing continuation projects are NOT scored the second or third year of the three-year prioritization cycle.
- For year two-of-three and year three-of-three the non-competing continuation project will be recommended at an amount not to exceed 100% of the original awarded amount for the remainder of the prioritization cycle.
- Staffing-based 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 FY26 staffing-based new or renewal projects that received a lesser amount, if applicable.
- NOTE: FY27 non-competing continuation projects may either be submitted at an amount not to exceed 100% of the amount shown on the *"Eligible Amounts for FY27 Non-Competing Continuation"* spreadsheet or submit the project as a "renewal" and enter back in the competition to be scored.

24

THREE YEAR PRIORITY CYCLE

Highest Priority	**Non-Competing Continuation projects scored and funded in FY25 (not scored in FY26 or FY27)**
Middle Priority	**Non-Competing Continuation projects scored and funded in FY26 (not scored in FY27)**
Lowest Priority	**New and Renewal Applications (will be scored in FY27)**

25

NON-COMPETING CONTINUATION PROJECT INFORMATION

Refer to *Eligible Amounts for FY27 Non-Competing Continuation Projects* handout and CJPDC Policies and Procedures related to Prioritization Cycle:

https://www.nctcog.org/Public-Safety/Criminal-Justice/Criminal-Justice-Policy-Development-Committee

Specific questions on your project? Visit with COG staff outside the workshop.

26

CATEGORIES REVIEWED BY NCTCOG

27

CRIMINAL JUSTICE GRANT PROGRAM - JUSTICE ASSISTANCE GRANT (CJ-JAG)

28

CJ-JAG

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

Funding may be used to provide additional personnel, equipment, supplies, contractual support, training, technical assistance, and information systems for ***criminal justice purposes***.

29

CJ-JAG PURPOSE CONTINUED

Criminal Justice Purposes is defined as activities pertaining to crime prevention, control, or reduction, or the enforcement of the criminal law, including, but not limited to: police efforts to prevent, control, or reduce crime or to apprehend criminals (including juveniles); activities of courts having criminal jurisdiction, and related agencies (including but not limited to prosecutorial and defender services, juvenile delinquency agencies and pretrial service or release agencies); activities of corrections, probation, or parole authorities and related agencies assisting in the rehabilitation, supervision, and care of criminal offenders; and programs relating to the prevention, control, or reduction of narcotic addiction and juvenile delinquency.

30

CJ-JAG STATE PRIORITIES

LAW ENFORCEMENT –

- Intelligence-based Investigations (Violent Crime, Border Crime, Gangs)
- Community Policing Programs
- Specialized Officer Training
- Officer Wellness Program

PROSECUTION & COURTS –

- Pre-trial Diversion Programs
- Reduce Evidence Testing Backlog
- Courtroom Personnel training

31

CJ-JAG STATE PRIORITIES CONT'D

CRIME PREVENTION AND EDUCATION –

- Life-Skills Training Programs
- Community-Based Prevention Programs

CORRECTIONS AND COMMUNITY CORRECTIONS –

- Probation/Parole Officer Training
- Risk/Needs Assessment for Diversion Programs
- Jail/Prison-Based Co-occurring Treatment

REENTRY PROGRAMS

ASSESSMENT AND EVALUATION PROGRAMS

32

ORGANIZATIONS ELIGIBLE TO APPLY FOR CJ-JAG FUNDS

- State agencies
- Units of local government
- Native American tribes
- Non-profit Corporations (including hospitals and faith-based organizations)
- ISDs
- COGs
- Public and private institutions of higher education

33

ELIGIBLE ACTIVITIES FOR CJ-JAG PROJECTS

- Assessment and Evaluation
- Community Corrections
- Corrections
- Crime Prevention
- Law Enforcement
- Prosecution
- Reentry

See *ELIGIBLE ACTIVITIES* handout and CJ-JAG Funding Announcement for activity descriptions: https://www.nctcog.org/public-safety/criminal-justice/grant-application-workshop-information

The CJ-JAG Funding Announcement, JAG Prohibited and Controlled Expenditure Guidance, and Guide to Grants documents also list unallowable activities/items.

34

CJ-JAG FUNDING HISTORY – NCTCOG REGION

FY23:	$2,180,938
FY24:	$2,289,985
FY25:	$2,135,854
FY26:	$2,135,854
FY27:	????

35

CRIMINAL JUSTICE PROGRAM - JUSTICE ASSISTANCE GRANT

- Grant Period: Projects must begin on or after 10/01/26 and may not exceed a 12-month project period
- Minimum $10,000
- Non-profits (including hospitals and faith-based organizations): $50,000 *suggested* limit for new projects
- All other applicants: $125,000 *suggested* limit for new or renewal projects serving one jurisdiction; $200,000 *suggested* limit for new or renewal projects serving two jurisdictions; $300,000 *suggested* limit for new or renewal projects serving three jurisdictions
- No match
- An agency may submit one non-collaborative and one collaborative CJ-JAG application to be scored
- Three-year prioritization cycle for staffing-based projects
- One-year prioritization cycle for equipment, overtime, evaluation, or training projects

36

CJ-JAG FUNDING PARAMETERS PER CJPDC POLICIES

Non-Profits (including hospitals and faith-based organizations): $50,000 *suggested* cap for FY26 CJ-JAG applications being scored and prioritized.

Units of Local Government, ISDs, Native American tribes, COGs, State Agencies, Public and Private Institutions of Higher Education:

$125,000 *suggested* cap for FY27 CJ-JAG applications being scored and prioritized that benefit one (1) service area/jurisdiction.

$200,000 *suggested* cap for FY27 CJ-JAG applications being scored and prioritized that benefit two (2) service areas/jurisdictions.

$300,000 *suggested* cap for FY27 CJ-JAG applications being scored and prioritized that benefit three (3) or more service areas/jurisdictions.

37

CJ-JAG APPLICATION LIMITS PER CJPDC POLICIES

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.)

A separate eGrants application and separate NCTCOG Addendum must be created if you go this route. The projects will be scored independent of each other.

EXCEPTION: 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 one new OR one renewal AND one collaborative CJ-JAG application to be scored.

38

CJ-JAG COLLABORATION TIPS AND TRICKS

COLLABORATION EXAMPLES: Multi-Jurisdiction Task Forces; a county purchases communications infrastructure that allows linkage with other jurisdictions; crime lab personnel to process evidence from multiple jurisdictions.

NOT REALLY A COLLABORATION: Agency purchases a mobile watch tower and will loan it out occasionally if neighboring jurisdictions need it.

NOTE: CJ-JAG projects $125,000 and less may also be collaborations between more than one agency.

39

CJ-JAG PATROL VEHICLE REQUEST LIMIT PER CJPDC POLICY

- Agencies funded for a law enforcement patrol vehicle(s) in FY25 CJ-JAG may not apply for an additional patrol vehicle(s) in the FY26 and FY27 CJ-JAG grant cycles.
- Agencies funded for a law enforcement patrol vehicle(s) in FY26 CJ-JAG may not apply for an additional patrol vehicle(s) in the FY27 and FY28 CJ-JAG grant cycles.

40

CJ-JAG EQUIPMENT ONLY POLICY

An agency funded for equipment in FY26, including hardware and/or software, may not submit an application request for the same equipment in FY27.

- Example 1: an agency funded for in-car computers in FY26 may not apply for additional in-car computers in FY27.
- Example 2: an agency funded for technology and associated maintenance agreements in FY26 may not apply for funds to continue that technology in FY27.

41

PSO'S CJ-JAG REQUIREMENTS

- BODY-WORN CAMERA POLICY CERTIFICATION
- LICENSE PLATE READER (LPR) USER AGREEMENT WITH TxDPS
- INTEROPERABLE COMMUNICATIONS SWIC REVIEW

Download forms from NCTCOG website:
https://www.nctcog.org/public-safety/criminal-justice/grant-application-workshop-information

Forms also found in CJ-JAG application narrative section or on eGrants Forms page:
https://egrants.gov.texas.gov/resources/forms

42

GENERAL VICTIM ASSISTANCE (GVA) PROGRAM

43

GVA

The purpose of this program is to provide services and assistance directly to victims of crime to speed their recovery and aid them through the criminal justice process. Services may include the following:

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

GVA is for programs seeking to provide general victim services to broad categories of victim populations that may include victims of commercial sexual exploitation or trafficking, including emergency and long-term residential (shelter) for children and transition-age youth as well as drop-in centers.

44

COMMERCIALLY SEXUALLY EXPLOITED YOUTH (CSEY) PROJECTS

Commercially Sexually Exploited Youth (CSEY) projects providing the following activities for CSEY will go through the GVA scoring / prioritization process:

- Community-Based Drop-In Centers
- Emergency Residential Placements
- Long-Term Residential Placements and/or
- Innovative Direct Services

Per the GVA Funding Announcement, page 7: Applicants applying for Community-Based Drop-In Centers, Emergency Residential Placements, Long-Term Residential Placements, and/or Innovative Direct Services should select the *"Victim Assistance, Residential and Community-Based Services for Commercially Sexually Exploited Youth"* application in eGrants.

If you have both a traditional GVA project and a CSEY project, PSO allows you to submit two applications, as the CSEY project must be submitted under the *"Victim Assistance, Residential and Community-Based Services for Commercially Sexually Exploited Youth"* application.

45

ORGANIZATIONS ELIGIBLE TO APPLY FOR GVA FUNDS

- State Agencies
- Units of Local Government
- ISDs
- Non-profit Corporations (including hospitals and faith-based organizations)
- Native American Tribes
- Public and private non-profit institutions of higher education
- COGs

46

ELIGIBLE ACTIVITIES FOR GVA PROJECTS

- Crisis Services
- Forensic Interviews
- Legal Advocacy
- Multi-Disciplinary Teams and Case Coordination
- Peer Support Groups
- Professional Therapy and Counseling
- Protective Order Assistance
- Shelter
- Transitional Housing
- Victim-Offender Meetings

See *ELIGIBLE ACTIVITIES* handout and GVA Funding Announcement for activity descriptions: https://www.nctcog.org/public-safety/criminal-justice/grant-application-workshop-information

The GVA Funding Announcement and Guide to Grants also list unallowable activities/items.

47

GVA FUNDING HISTORY – NCTCOG REGION

FY23: $27.1M
FY24: $25.9M
FY25: $25.9M
FY26: $26.9M
FY27: ????

48

GENERAL VICTIM ASSISTANCE (GVA)

- Grant Period: start on or after 10/01/26 and expire on or before 09/30/27
- Minimum $10,000
- No maximum funding limit for new or renewal GVA projects being scored (more on this later)
- Non-profits limited to one GVA application per agency; all other eligible organizations limited to one application per unit, district or division. (Unless you're submitting a traditional GVA *and* a CSEY project.)
- Match requirement: 20% of the total project cost
- Three-year prioritization cycle
- One-year prioritization cycle for equipment-only projects (i.e., vehicles)

49

GENERAL VICTIM ASSISTANCE (GVA) MATCH INFO

- 20% of total project cost.
- Matching funds are considered grant funds and may only be used for eligible, approved budget items.
- Matching funds must be acquired during the grant period.
- Donations must be received during the grant period to be eligible for in-kind match.
- If you exceed the match requirement and your project is awarded, you will be held to the higher amount.

50

GVA MATCH INFO…continued

- You must provide source(s) of in-kind and cash match on the eGrants Budget tab > Source of Match subtab.
- **NOTE: eGrants does not calculate the match amount for you. When you submit the application the errors section of eGrants will alert you if the match is not met.**

51

CALCULATING GVA MATCH

- **Formula for GVA Match:**

Below are three examples illustrating how GVA match is calculated:

$80,000 request:

- Step 1: Determine the Total Project Cost by dividing the Amount of OOG Funds Requested by the % OOG Can Pay.
  $80,000 / .80 = $100,000
- Step 2: Determine the Minimum Match Required by multiplying the Total Project Cost by the % of Match Required.
  *$100,000 x 20%= **$20,000 required match***

52

CALCULATING GVA MATCH continued

$100,000 request:

- Step 1: Determine the Total Project Cost by dividing the Amount of OOG Funds Requested by the % OOG Can Pay.
  $100,000 / .80 = $125,000
- Step 2: Determine the Minimum Match Required by multiplying the Total Project Cost by the % of Match Required.
  *$125,000 x 20%= **$25,000 required match***

$500,000 request:

- Step 1: Determine the Total Project Cost by dividing the Amount of OOG Funds Requested by the % OOG Can Pay.
  $500,000 / .80 = $625,000
- Step 2: Determine the Minimum Match Required by multiplying the Total Project Cost by the % of Match Required.
  *$625,000 x 20%= **$125,000 required match***

53

GVA POLICIES PER CJPDC

- If you have a traditional non-competing continuation GVA (a project on the Eligible Amounts spreadsheet) and wish to request funding for a new, distinctly different traditional GVA project than what is currently funded, you must submit the new project AND non-competing continuation project within a single GVA eGrants application.
- The NEW, DISTINCTLY DIFFERENT component identified in eGrants will be scored. Please make use of capitalization in eGrants narrative sections to make it easier for reader to discern between NON-COMPETING CONTINUATION components and NEW components.
- The GVA addendum should ONLY address the new component.

54

JUVENILE JUSTICE & YOUTH DIVERSION (JJ-YD)

55

JJ-YD

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

56

ORGANIZATIONS ELIGIBLE TO APPLY FOR JJ-YD GRANT FUNDS

- Units of local government
- Native American tribes
- Non-profit Corporations (including hospitals and faith-based organizations)
- ISDs
- COGs

57

ELIGIBLE ACTIVITIES FOR JJ-YD PROJECTS

- Case Manager
- Community-Based Programs and Services
- Mental Health Services
- School Programs
- Youth Diversion Services

See *ELIGIBLE ACTIVITIES* handout and JJ-YD Funding Announcement for activity descriptions: https://www.nctcog.org/public-safety/criminal-justice/grant-application-workshop-information

The JJ-YD Funding Announcement and Guide to Grants also list unallowable activities/items.

58

SPECIAL INFO FOR JJ-YD

- This application category has two separate funding streams.
- Youth Diversion dollars may be used for truancy prevention, youth diversion and intervention services applied for by an ISD, city or county.
- PSO will determine which funding category based on the organization type and project activities.
- Our region will receive a batch of Juvenile Justice projects to prioritize and a batch of Youth Diversion projects to prioritize.
- ISD, county and city applicants have no control over which batch your project is assigned for prioritization.

59

JJ FUNDING HISTORY - NCTCOG REGION

FY23:	$754,196
FY24:	$834,771
FY25:	$808,889
FY26:	$794,277
FY27:	????

60

YD FUNDING HISTORY – NCTCOG REGION

FY23:	$459,296
FY24:	$659,117
FY25:	$763,469
FY26:	$770,404
FY27:	????

61

JUVENILE JUSTICE & YOUTH DIVERSION

- Grant Period: Projects must begin on or after 09/01/26 and may not exceed a 12-month project period
- Minimum $10,000
- $100,000 *suggested* limit for new and renewal projects
- Limit of two distinctly different FY27 JJ-YD applications to be scored per agency
- Three-year prioritization cycle
- One-year prioritization cycle for equipment-only projects
- No match

62

MULTIPLE PROJECTS

An agency may submit no more than two (2) JJ-YD applications to be scored. The projects must be ***distinctly different*** projects. This is demonstrated with different problems, target populations, different services, and/or different geographic areas.

63

VIOLENCE AGAINST WOMEN JUSTICE & TRAINING PROGRAM (VAW)

64

VAW PURPOSE

The purpose of this funding is to solicit applications for projects that promote a coordinated, multidisciplinary approach to improve the justice system's response to violent crimes against women, including domestic violence, sexual assault, dating violence, and stalking.

65

STATE VAW PRIORITIES (eGRANTS ACTIVITIES TAB)

On eGrants Activities tab, applicants must explain how project addresses one or more of these state priorities:

- Law Enforcement
- Prosecution
- Victim Services
- Courts

(More details on state VAW priorities located on eGrants Activities tab.)

66

ORGANIZATIONS ELIGIBLE TO APPLY FOR VAW FUNDS

- State Agencies
- Units of Local Government
- ISDs
- Non-profit Corporations (including hospitals and faith-based organizations)
- Native American Tribes
- Public and private non-profit institutions of higher education
- COGs

67

CAN A NON-PROFIT APPLY IN VAW FOR DIRECT VICTIM SERVICES?

Per VAW Funding Announcement, non-profits seeking to provide direct services to victims of crime are not eligible under this solicitation and should apply under the General Victim Assistance category.

68

ELIGIBLE ACTIVITIES FOR VAW PROJECTS

- Court Services / Improvements (including Specialized Courts)
- Crisis Services
- Forensic Interviews
- Investigation
- Legal Advocacy
- Multi-Disciplinary Teams and Case Coordination
- Peer Support Groups
- Professional Therapy and Counseling
- Prosecution
- Protective Order Assistance
- Technology
- Training
- Victim-Offender Meetings

See *ELIGIBLE ACTIVITIES* handout and VAW Funding Announcement for activity descriptions: https://www.nctcog.org/public-safety/criminal-justice/grant-application-workshop-information

The Funding Announcement and Guide to Grants also list unallowable activities/items.

69

VAW FUNDING HISTORY – NCTCOG REGION

FY23:	$1,209,587
FY24:	$ 953,498
FY25:	$1,618,374
FY26:	$2,162,635
FY27:	????

70

VIOLENCE AGAINST WOMEN

- Grant Period: Projects must start on 09/01/26 and end on 08/31/27
- Minimum $5,000
- $150,000 *suggested* limit for new and renewal VAW projects
- Limit of two distinctly different FY27 VAW applications to be scored per agency
- Match requirement: 30% of the total project cost (Non-profits are exempt from match requirement.)
- Three-year prioritization cycle
- One-year prioritization cycle for equipment-only projects (i.e., technology)

71

MULTIPLE PROJECTS

An agency may submit no more than two (2) VAW applications to be scored. The projects must be ***distinctly different*** projects. This is demonstrated with different problems, target populations, different services, and/or different geographic areas.

72

VIOLENCE AGAINST WOMEN (VAW) MATCH INFO

- 30% of total project cost. (Non-profits are exempt from match requirement.)
- Matching funds are considered grant funds and may only be used for eligible, approved budget items.
- Matching funds must be acquired during the grant period.
- Donations must be received during the grant period to be eligible for in-kind match.
- If you exceed the match requirement and your project is awarded, you will be held to the higher amount.

73

VAW MATCH INFO…continued

- You must provide source(s) of in-kind and cash match on the eGrants Budget tab > Source of Match subtab.
- **NOTE: eGrants does not calculate the match amount for you. When you submit the application the errors section of eGrants will alert you if the match is not met.**

74

CALCULATING VAW MATCH

Formula for VAW Match:

Below is an example illustrating how GVA match is calculated:

$150,000 request sample:

- Step 1: Determine the Total Project Cost by dividing the Amount of OOG Funds Requested by the % OOG Can Pay.
  $150,000 / .70 = $214,286
- Step 2: Determine the Minimum Match Required by multiplying the Total Project Cost by the % of Match Required.
  *$214,286 x 30%= **$64,286 required match***

75

GVA and VAW - VICTIM SERVICES TAB IN EGRANTS

This section addresses:

- Agency Type
- Purpose of Award
- Type of Crime Funding Distribution
- Use of Funds
- Types of Victimizations
- Budget and Staffing Profile

76

Victim Services tab info and GVA

Per GVA Eligibility Requirements:

Entities receiving grant funds must demonstrate a record of effective services to victims of crime and financial support from sources other than the Crime Victims Fund; or substantial support from sources other than the Crime Victims Fund.

- A program has demonstrated a record of effective direct services and support when, for example, it demonstrates the support and approval of its direct services by the community, its history of providing direct services in a cost-effective manner, and the breadth or depth of its financial support from sources other than the Crime Victims Fund.
- A program has substantial financial support from sources other than the Crime Victims Fund **when at least 25%** of the program's funding in the year of, or the year preceding the award comes from such sources.

77

ALL APPLICATIONS THAT GO THROUGH COG PRIORITIZATION

Submission Deadline

THURSDAY, FEBRUARY 12, 2026

NO LATER THAN 5:00 PM CST

78

CERTIFY – CERTIFY – CERTIFY!!!!

- After the grantwriter hits "submit" in eGrants, the Authorized Official must log in to eGrants and "Certify" each application before PSO accepts it.
- The certification MUST be done no later than 5:00 PM CST on February 12, 2026.
- Applications that are not certified by the deadline will be INELIGIBLE!

79

APPLICATION SUBMISSION PROCESS

eGrants portal: **https://egrants.gov.texas.gov**

ALL FY27 New, Renewal and Non-Competing Continuation projects:

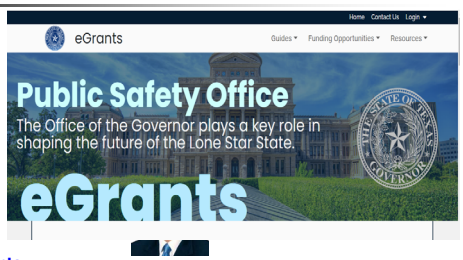
- Submit grant application(s) via eGrants system.

New Projects and Renewal Projects to be Scored:

- In addition to eGrants must also submit applicable NCTCOG Addendum by February 12, 2026, 5:00 pm CST via email to: cjapplications@nctcog.org

80

Use the "eGrants User's Guide to Creating an Application" and "eGrants Registration Guide" to start the application process.
https://egrants.gov.texas.gov



All Applicants –
Log in to eGrants then go to APPLY tab to start application.

81

PRE-SUBMISSION TECHNICAL ASSISTANCE (TA)

- PSO

  Provides TA for questions related to the application process. egrants@gov.texas.gov or (512) 463-1919

- COG

  Provides TA for questions related to the actual content used to fill in the eGrants application and the NCTCOG Addendum.

82

PRE-SUBMISSION TA

Kelly Schmidt
817-608-2383
kschmidt@nctcog.org

Use email for TA reviews; COG cannot log into eGrants to see a draft of your application.

Please do not send a partially completed Addendum or eGrants draft for TA – it's easier to provide assistance when all sections are completed.

Please allow 2 business days for TA feedback to be returned to you. Feedback will be sent via email.

83

PRE-SUBMISSION TA

- COG will provide TA to interested applicants for new, renewal and/or non-competing continuation projects.
- How to get eGrants to COG for review: Log into application, go to Summary tab, click ***"Printer Friendly"*** link to open box with entire grant, select/copy/paste all info into either a Word doc, pdf, or body of an email and send to COG.
- Email the **eGrants** info and **Addendum (if applicable)** for feedback.

84

PRE-SUBMISSION TA

- COG will read your draft to check that there are responses to the scoring criteria and PSO's requirements. TA does not evaluate the quality of your responses.
- COG will review budget line item description detail.
- COG TA is advisory in nature and is not intended to address all possible outcomes of the grant application process.
- TA is provided by COG as an additional service to our grant applicants.

COG TA will not save you from a bad idea for a project.

85

COG ADDENDUM AND SCORING CRITERIA

Download applicable NCTCOG Addendum and Scoring Criteria handouts located at:

https://www.nctcog.org/public-safety/criminal-justice/grant-application-workshop-information

86

NCTCOG ADDENDUM – ONLY FOR NEW OR RENEWAL PROJECTS BEING SCORED!

- The Addendum is an additional document used in tandem with eGrants.
- The Addendum is a Word document that applicants must email to COG in addition to submitting the online eGrants application.
- The Addendum form must be downloaded from COG FY27 webpage's Handouts section.

https://www.nctcog.org/public-safety/criminal-justice/grant-application-workshop-information

Per CJPDC Policy:

- Applications submitted on an incorrect NCTCOG addendum will not be scored and will not be recommended for funding.
- Applications submitted on an NCTCOG Addendum from prior grant cycles will not be scored and will not be recommended for funding.
- Late addendums will not be accepted, without exceptions. There is no appeal process.

87

COG ADDENDUM SUBMISSION INSTRUCTIONS

Email completed Addendum as a Word document to cjapplications@nctcog.org no later than 5:00 pm CST on February 12, 2026.

IMPORTANT:

- You will receive an email confirming COG has received your document.
- Identify your agency name in the email subject line.
- Do not send COG Addendum as a pdf file!
- *Do not upload Addendum to eGrants*

88

NCTCOG ADDENDUM: AGENCY INFO

- Agency Name
- Project title (must match project title in eGrants application)
- Application # (7-digit number generated from eGrants)
- Location of Agency Headquarters
- Provide OOG amount requested for this new or renewal project (don't include match in this dollar amount)
- Does this project require collaborations with other entities? YES/NO (If YES, submit applicable MOUs and/or letters of intent)
- **GVA ADDENDUM - IMPORTANT:** If your agency has a GVA application with a non-competing continuation component AND a new, distinctly different component, the GVA Addendum should ONLY address the new component.

89

NCTCOG ADDENDUM: PROJECT SUMMARY (No points assigned for this section)

In **100 words or less**, summarize the proposed project.

Yes, some scorers do count words to see if you exceed the limit!

90

NCTCOG ADDENDUM: DUPLICATION OF SERVICES (No points assigned for this section)

In 100 words or less, describe how the proposed project avoids duplicating or overlapping existing resources or programs within the project's service area and target population.

Remember word limit….!

91

NCTCOG ADDENDUM: SUPPORTING DATA*

NEW In **500 words or less,** provide a narrative explaining what the data indicates and its negative impact on the target population.

Include relevant tables, charts and/or graphs that present **at least three years** of local, comparable data demonstrating the existence, size, and scope of the problem. Ensure all sources are cited.

NOTE: Data citations and text within tables, charts or graphs are not included in the 500-word narrative limit.

HINTS:

- Data should describe local conditions. Do not use statewide or national data for a local problem.
- Using data from outside sources is helpful; however, your agency's internal data may also be used to support the identified problem.
- Hint for renewal projects: you may provide internal data demonstrating service stats over past three years.

*** The Addendum's Supporting Data section will be assessed with the eGrants Problem Statement section and eGrants Target Group section (up to 25 points).**

92

NCTCOG ADDENDUM: COLLABORATIONS TABLE*

- Using the table, list necessary collaborative partnerships your agency will have with other entities in order to carry out **this** project.
- If project requires collaborations, submit Letters of Intent from all collaborators, applicable Memorandum of Understanding (MOU), Cooperative Working Agreements, and/or Mutual Aid Agreements to NCTCOG. **Include these documents with your COG Addendum email.**
- Collaborative relationships do NOT involve an exchange of funds. Don't list contractors in this table; the reader will see contractor info in your budget.
- If no collaborations are needed, please put N/A.
- Do NOT copy/paste your eGrants Capacity & Capabilities narrative into the Addendum.

***This table will be assessed with the eGrants Capacity & Capabilities section and the Addendum's Sustainability section (up to 15 points).**

93

More on Collaborations….What's a Collaboration?

The three "C's" - Communicating, Coordinating and Collaborating

Communicating and **Coordinating** are vital project components and involve working with others…but…your project would still function without these relationships.

Communicating and **Coordinating** relationships do NOT need to be listed in the Collaborations table.

94

So….What's a Collaboration?

- The proposed project **will only** function with assistance from an outside agency(ies).
- A high level of joint decision-making and creative input between your agency and another entity(ies) is necessary in order to carryout the project.
- Your agency and another agency are doing the work together!
- Does NOT involve an exchange of funds.

Examples:

- All project referrals will come from another entity(ies). With no referrals from that entity, you have no viable project.
- SRO project in which law enforcement agency works with ISD.
- Victim advocate serving multiple law enforcement jurisdictions.
- Equipment will be shared with other entities/jurisdictions.

Feel free to discuss your specific project with COG outside of workshops.

95

NCTCOG ADDENDUM: SUSTAINABILITY*

In 100 words or less:

- Describe your agency's financial commitment to support **THIS** project throughout the grant period.
- Describe your agency's strategy for sustaining **THIS** project beyond the grant period.
- For equipment or technology projects, describe your agency's plan for maintaining the equipment after the grant ends (including routine maintenance, repairs and upgrades).

Did we mention word limit????

***The Addendum's Sustainability section will be assessed with the eGrants Capacity & Capabilities section and Addendum's Collaboration table (up to 15 points).**

96

NCTCOG ADDENDUM: RENEWAL BUDGET INCREASE JUSTIFICATION (No points assigned for this section)

In 100 words or less, for renewal projects with an increase in OOG funding, explain the justification for the increase.

Put N/A if this is NOT a renewal project.

or

Put N/A if this is a renewal with NO budget increase.

Look….it's another section with a word limit!

97

CJ-JAG NCTCOG ADDENDUM: PATROL VEHICLE INFORMATION (No points assigned for this section)

In 100 words or less, provide the following:

- total number of patrol vehicles in the fleet and how many of those have over 100,000 miles;
- your agency's annual patrol fleet maintenance budget; and
- funding source(s) of your agency's patrol fleet budget (i.e., general funds, other grants, Crime Control Prevention District funds).

(Put N/A if this is NOT a request for patrol vehicles.)

Last reminder for word count!

98

HINTS FOR COMPLETING THE ADDENDUM

- **DO NOT** remove instructional information or change font size / margins / page orientation.
- **DO** use the correct addendum for your program category.
- **DO** pay attention to word limits.
- The eGrants Supporting Data section will not allow for tables, charts, or graphs; in eGrants you'll have to describe supporting data in sentence format. This is why COG reviewers use the Addendum to evaluate your Supporting Data – we want to read a narrative that describes the data AND review data tables, charts or graphs.
- All text and tables should be in black and white, as colors may lose clarity when application packets are printed.

NOTE: COG will print your eGrants application for scoring purposes. DO NOT copy/paste any eGrants narrative sections or budget information into the COG Addendum.

99

eGRANTS APPLICATION: PROBLEM STATEMENT*

Describe the nature and scope of the underlying problem in your service area that this proposed project aims to address.

Focus on the root cause; a lack of resources alone does not define the problem.

HINT: Avoid overloading the problem statement section with too much data.

*** The eGrants Problem Statement section will be assessed with the Addendum's Supporting Data section and eGrants Target Group section (up to 25 points).**

100

eGRANTS APPLICATION: TARGET GROUP*

Describe the agencies, individuals, or other groups that will be served by the proposed project.

Include the size, basic demographics, challenges faced, and any other relevant information about the population served.

Applicants should demonstrate a clear understanding of the target group to show the capacity to effectively implement the project.

*** The eGrants Target Group section will be assessed with the eGrants Problem Statement section and the Addendum's Supporting Data section (up to 25 points).**

101

eGRANTS APPLICATION: PROJECT APPROACH & ACTIVITIES*

- Provide detailed information on the methodologies, approaches, frequency, and duration of services, as well as the activities to be implemented by the project. Ensure these clearly relate to the Problem Statement.
- Explain the role of grant-funded staff, including contractors and volunteers where applicable, in implementing the project.
- Explain the rationale for selecting this specific model or approach.
- Describe relevant timelines for project implementation.
- For any therapy or licensed counseling, describe the modality or framework that will be used.

HINT: Focus on what grant is paying for – extra info can cause confusion.

*** The eGrants Project Approach & Activities section will be assessed with the eGrants Evidence-Based Practices section (up to 25 points).**

102

eGRANTS APPLICATION: CAPACITY & CAPABILITIES*

- Describe your agency's background, organizational capabilities, staff capabilities and performance history to carry out this specific project.
- Describe the expected background and qualifications (including contractors) for grant-funded positions.
- If a grant-funded position(s) requires licensure or certification (including contractors), describe required license or certification.
- Briefly summarize collaborative partnerships necessary in carrying out **THIS** project (also complete Collaboration table in NCTCOG Addendum and submit applicable MOUs and/or Letters of Intent to NCTCOG).

***The eGrants Capacity & Capabilities section will be assessed with the Addendum's Collaboration table and Addendum's Sustainability section (up to 15 points).**

103

eGRANTS APPLICATION: PERFORMANCE MANAGEMENT (up to 20 points)

NOTE: This scoring factor based on info provided in Performance Management section AND on info provided on eGrants Measures tab

- Describe project's goals and objectives.
- Describe methods, mechanisms, or tools used to generate outcome and output measures.
- Describe how your agency will collect, track, and maintain the data necessary to assess whether the project is achieving its goals and objectives throughout grant period.
- Explain how the data will be analyzed. Applicants should demonstrate that collected data will be accurate, maintained, and analyzed in a way that allows the agency to adapt to evolving project needs and assess overall effectiveness.
- Describe what the baseline, or current state is, for output and outcome measures.

104

...MORE ON PERFORMANCE MANAGEMENT

Hints for addressing Performance Management:

- Goals focus on the target population and are broad statements that indicate the general intentions of the project to achieve some outcome.
- Objectives are clear, tangible, and specific:
  - To [reduce/increase/ enhance/etc.] [something], by [x amount], by [dd/mm/yy date].
  - A project can have multiple objectives.

105

...and MORE ON PERFORMANCE MANAGEMENT

Applicants should give confidence that the collected data will be accurate, maintained, and analyzed in a manner that enables agency to adapt to changing assessments of the problem or project performance, and to evaluate and document the project's effectiveness.

Data Collection → Data Analysis → Good Decision Making

Baseline hint: Baseline info is numeric and is the "current state" – it's a 12-month estimate of what you're doing now for the output/outcome measures. This helps the reader compare current levels to the projected target levels.

106

TIPS/TRICKS FOR eGRANTS MEASURES TAB

- Selecting an activity on the eGrants Activities tab will cause all outputs/outcome measures linked to that activity to display on the Measures tab.
- Estimate quantities for each measure that apply to the project or enter a "0" if a measure is not applicable.
- Measures should be estimates only of activities that occur during the project period and are achieved with grant funds.
- Make sure target levels cover the duration of the grant period!
- **IMPORTANT! Per PSO – do not create CUSTOM MEASURES.**

107

eGRANTS APPLICATION: EVIDENCE-BASED PRACTICES*

- Describe the research or evidence used to select the methods, approach, and activities described in your project narrative. Whenever possible, cite specific studies, research, evidence, or published best/promising-practices models that support the project's design.
- For equipment or technology projects, describe evidence or reference best/promising-practices models to justify the proposed purchase.
- If the project approach and activities are not based on existing evidence, explain why the method is considered promising and how it is expected to achieve the desired outcomes.

*** The eGrants Evidence-Based Practices section will be assessed with the eGrants Project Approach & Activities section (up to 25 points).**

108

LOCAL PRIORITIES
(up to 5 points)
CJ-JAG Equipment-Only projects: up to 10 points

- When assigning Local Priorities points, scorers will assess the extent to which the project addresses a local priority(ies).
- Ensure your project aligns with at least one priority.
- Refer to NCTCOG FY27 Local Priorities handout at https://www.nctcog.org/public-safety/criminal-justice/grant-application-workshop-information

NOTE: There is not a "Local Priorities" narrative section on the application or on the Addendum.

109

eGRANTS APPLICATION:
BUDGET (up to 10 points)
CJ-JAG Equipment-Only projects: up to 5 points

- Budget items must be eligible, reasonable, and essential, and should directly support the project's goals and activities.
- Each budget line item must have sufficient detail to justify its inclusion in the project.

IMPORTANT! See Funding Announcement and Guide to Grants for list of unallowable costs

110

COMPLETING THE BUDGET IN EGRANTS

Refer to PSO's **"User's Guide for Creating an Application"** and **"Guide to Grants"** for specific information on budgetary line items.

These documents are on NCTCOG's FY27 Grant Application Workshop webpage and on PSO's Resource website at https://egrants.gov.texas.gov/resources .

111

eGRANTS BUDGET LINE ITEM: *PERSONNEL*

- Grant personnel positions must be on separate line items – don't combine two identical positions in one line item. Per PSO's *General FAQs*, each personnel line item description should state the following:
  - the specific position title;
  - Employee name or initials (except for volunteer line item), *OR* put VACANT if position exists but is currently vacant, *OR* indicate as NEW if position will be created if application is funded;
  - if position is currently filled, the first date of employment;
  - brief description of the position's responsibilities under the grant;
  - total annual salary and the employee paid portion of fringe benefit and taxes (regardless of how much the grant covers);
  - other compensation (overtime, on-call, stipends, bonuses);
  - if % of salary (including match, if applicable) allocated to grant is less than $100%, include % of time spent working on the grant in description.

112

eGRANTS BUDGET LINE ITEM: *PERSONNEL continued*

- If applicable, include fringe benefits in the description. The line item description MUST have the fringe amount noted separately. For example: "$50,000 annual salary plus $15,000 fringe benefits." Don't include fringe benefits as a separate line item.
- The *% of salary* cell refers to the **percentage of salary to be funded from the grant (including match, if applicable).** ***See page 15 of PSO's General FAQs for % of salary calculation formula.***
- GVA and VAW applicants using volunteers as in-kind match:
  - The volunteer line item should include description of eligible services provided by volunteers; number of volunteer hours; and rate per hour to support the total.
  - If using volunteers with different valuation rates, please separate these into separate line items.

113

eGRANTS BUDGET LINE ITEM: *PROFESSIONAL AND CONTRACTUAL SERVICES*

- Each contracted service should be listed on a separate line item. If a contract includes several services, it should be explained in the line item description.
- Describe each contractual deliverable, rate, number of clients served if applicable, location where services will be performed, and a brief explanation and purpose for the contract.
- Contracting services out without going through a procurement process violates state and federal rules. Your agency must have written procurement policies.
- Vendors or contractors should not be identified by name in the description unless you have gone through your agency's procurement process.
- Keep in mind, grantee defines contract deliverables, not the contractor/vendor!

114

eGRANTS BUDGET LINE ITEM: *TRAVEL AND TRAINING*

Each travel and training line item description must include:

- the purpose and description of the travel ***AND***
- the applicant agency's travel guidelines along with the mileage, per diem, and lodging rates.

If known at time of submission, PSO requires you describe specific conferences/trainings…and list those on separate line items.

115

BUDGET LINE ITEM: *TRAVEL AND TRAINING continued*

- Out of state and international travel MUST include the following in the description:
  - how the event is related to grant activities
  - how attendance at the event will impact the project's goals and objectives
  - justification as to why agency personnel must go out-of-state rather than attend a similar training in-state

116

eGRANTS BUDGET LINE ITEM: *EQUIPMENT*

- PSO defines equipment as tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit cost of $10,000 or more, or less if grantee chooses to capitalize items costing less.
- Items under $10,000 should be placed in Supplies & Direct Operating Expenses.
- In equipment description, be specific on how equipment will accomplish the activities.
- Purchasing equipment without going through a procurement process violates federal and state rules. Your agency must have written Procurement policies.
- Vendors must not be identified by name unless you've gone through your agency's procurement process.
- If multiple units of the same item are to be purchased, the number and cost per item must be included in the line item description. (Example: 4 computers @ $10,000 each.)

117

More on Procuring Equipment or Contracted Services

From Department of Justice (DOJ) Grants Financial Guide:

*"To ensure objective contractor performance and preserve full and open competition, contractors that develop or draft **statements of work**, requirements, specifications, or invitations for bids must be excluded from competing for those procurements."*

What does this mean? A potential vendor or contractor may **NOT** assist with writing the application if you intend to contract with that entity if project is funded.

118

eGRANTS BUDGET LINE ITEM: *SUPPLIES AND DIRECT OPERATING EXPENSES*

- Items with a per-unit cost of less than $10,000, are directly related to the delivery of services, and do not fall under one of the other budget categories should be itemized under supplies with a brief description and justification.
- This budget category also includes other direct costs such as leases for space, project supplies, office supplies, communications, utilities.
- All costs must be prorated.
- NOTE: When calculating cost for space and utilities, ensure that costs are based on percent of square footage. You must indicate amount of square footage and rate per square foot in the budget description.

119

eGRANTS BUDGET LINE ITEM: *INDIRECT COSTS*

- If you have never received a federally recognized or state approved indirect cost rate, PSO may approve indirect costs in an amount **not to exceed 15%** of the approved modified total direct costs (MTDC).
- **See page 27 of Guide to Grants for MTDC Calculation instructions.**
- An **excess of 15%** can be charged if the applicant has an approved cost allocation plan from their federal or state cognizant agency. Must be submitted to PSO for review.
- Provide a brief description of Indirect charges.

120

BUDGET HINTS

- Budget expenses should directly support the project's activities. Provide enough sufficient detail so the reader clearly understands what the project is funding. If the reader must guess how an item will be used, then you don't have enough detail.
- The line item description should answer: Is the line item reasonable? necessary? and allocable (does it fit in this project)?
- Understand what costs are eligible and what are ineligible – refer to lists of prohibited items in the Funding Announcement and Guide to Grants.
- Explain what you'll be buying (equipment, supplies), quantity, what it's used for, who uses it. Costs in the budget must support the activities.
- GVA applicants with non-competing continuation AND new components: **make notation of CONTINUATION or NEW within EACH budget line item description.**

121

eGRANTS REQUIREMENTS, REMINDERS, TIPS, AND TRICKS

Use the "eGrants User Guide to Creating an Application"!!

122

eGRANTS PROFILE TAB - *PLAN YEAR INFO*

Grant Period:

Make sure you enter the correct grant period based on the program category's Project Period

123

eGRANTS PROFILE TAB – *GRANT OFFICIALS*

Authorized Official (AO):
- Appointed/authorized by the governing body of the organization.
- AOs are generally the county judge, mayor, city manager, chairman of a non-profit board, head of a state agency, executive director.
- Authorized to apply for, accept, reject, alter, or terminate the grant.
- Responsible for certifying initial submission and subsequent changes made to applications or grants.

Project Director (PD):
- Responsible for the day-to-day operations of the project.
- Must be an employee of the grantee agency.
- Responsible for required programmatic reporting.

Financial Officer (FO):
- Required to be the chief financial officer, Auditor or Treasurer of the Board (or designee) for grantee agency.
- **Must be either an employee or a Board member.**
- Responsible for maintaining financial records to account for all grant funds.
- Responsible for requesting funds and completing required financial reporting in eGrants.

Grant Writer (GW)
- Responsible for creating an application.

124

eGRANTS PROFILE TAB > VENDOR SUBTAB

- All applicants must be registered in the federal System for Award Management (SAM) database and have a Unique Entity ID (UEI) number assigned to its agency. Go to www.sam.gov to get registered and request a UEI number.
- All applications must upload all three Vendor Information forms **before** submission:
  - Direct Deposit form
  - New Payee ID form
  - IRS W-9

Where are these Vendor forms?
On our website: https://www.nctcog.org/public-safety/criminal-justice/grant-application-workshop-information
or
download from eGrants Profile tab > Grant Vendor sub tab > click **"Forms"** link located in Instructions section

125

eGRANTS NARRATIVE TAB – RESOLUTION REQUIREMENTS

****NEW** The signed resolution MUST be uploaded before submission. (via Upload Files tab)**

Use the revised template! Download resolution template from our website https://www.nctcog.org/public-safety/criminal-justice/grant-application-workshop-information or from eGrants Narrative tab.

The resolution must contain the following elements:
- Authorization by your governing body for the submission of the application to the Public Safety Office (PSO) that clearly identifies the name of the project for which funding is requested;
- A commitment to provide all applicable matching funds;
- A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant;
- ****NEW**** A designation of the name and/or title of a financial officer who is given the authority to submit financial and/or performance reports or alter a grant; and
- A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to PSO.

126

eGRANTS DOCUMENTS TAB

- Lobbying
- Debarment

127

HINTS FOR eGRANTS

- Read ALL Fund Source Information and Requirements on the Narrative tab.
- Respond to all Project Narrative components. Don't put N/A in any Project Narrative sections – if you do, PSO will consider it incomplete!
- Non-Profits have a Fiscal Capability tab which requires info on agency's IRS tax exempt status, accounting methods and internal control systems.
- There's a 2-hour time-out feature on each tab. Use the Save button frequently to make sure you don't lose information.
- You can't do any formatting in eGrants – i.e., bullet points, bolding, tabs, tables.
- Avoid using "etc" or "but not limited to" in your application.
- For areas that do not apply to your project: You must respond with 0 or N/A to prevent errors when submitting.

128

EGRANTS TRAINING IN OUR REGION

The Office of the Governor's Public Safety Office staff will conduct one-day eGrants training sessions in **Southlake on February 24, 25, and 26**.

- **Who Should Attend:** Agencies with a current or pending PSO grant(s) are encouraged to attend. The class will benefit grant managers, program staff and/or finance staff. This training is open to everyone - even if you're not a grant official.
- Register here: https://fs3.formsite.com/OOG_HSGD/eGrantsTrng/index

129

GRANT PRELIMINARY REVIEW REPORT (PRR) PROCESS AFTER YOU SUBMIT APPLICATION

- What's a PRR? PSO grant managers will perform an in-depth compliance review on the eGrants application.
- The PRR review of an application requesting revisions does not guarantee funding nor is it meant to suggest the project will be funded.
- Your PSO grant manager may contact you for eGrants revisions before the application is scored and prioritized.
- **The original submission of your eGrants application is the version that will be scored.**
- A PRR is NOT performed on the Addendum.

130

BE AWARE OF THE REPORTING, MONITORING, AND CIVIL RIGHTS REQUIREMENTS FOR FUNDED PROJECTS

- Quarterly financial reporting via eGrants
- Programmatic progress reporting via eGrants
- OOG monitoring staff will conduct either an on-site audit or desk review audit of all funded projects.
- Civil Rights:
  - All funded agencies, regardless of project type, must comply with Civil Rights statutes.
  - Civil Rights compliancy is heavily monitoring by OOG staff.
  - A Civil Rights Training document and other information is provided on OOG's resource page in the Civil Rights section: https://egrants.gov.texas.gov/resources/civilrights

131

SUPPLANTING

Definition: Using grant funds to replace any other existing federal, state or local funds.

Awarded funds must be used to supplement existing funds for program activities and not replace (supplant) funds that have been appropriated, allocated or disbursed for the same purpose. Grant monitors and auditors will look for potential supplanting during reviews. Violations may result in a range of penalties, including suspension of future funds, suspension or debarment from receiving federal or state grants, recoupment of monies provided under the grant, and civil or criminal penalties.

Example: Your agency has already budgeted funds to hire a rocket scientist and purchase a vehicle for him/her. You may not apply for grant funds to pay for your rocket scientist or that vehicle in order to "free" up money in your agency's budget. If you replace your local funds with federal funds, that is considered "supplanting".

132

APPLICATION MELTDOWN PREVENTION

It's never a good idea to wait until February 12th to log into eGrants for the first time and/or start the NCTCOG Addendum.

Sending your draft to COG for technical assistance at 4:30 pm on February 12th is probably not a terrific strategy either.

133

REMINDER…. DOCUMENTS REQUIRED AT TIME OF EGRANTS SUBMISSION

ALL PROJECTS: Failure to upload these completed documents will result in eGrants errors and will prevent application submission.

Submit completed and signed documents via *Upload Files tab:*

- Resolution
- CEO/Law Enforcement Certifications and Assurances form
- CEO/NGO Certification and Assurance form (non-profits only)

Submit completed and signed forms via eGrants *Profile tab > Grant Vendor subtab*:

- Direct Deposit form
- New Payee ID form
- IRS W-9

134

REMINDER…. DOCUMENTS REQUIRED AT TIME OF SUBMISSION

ALL NEW AND RENEWAL PROJECTS TO BE SCORED:

Email the NCTCOG Addendum and, if applicable, letters of intent and/or MOUs for collaborative projects to cjapplications@nctcog.org by 5:00 pm CST on February 12, 2026.

135

CERTIFY – CERTIFY – CERTIFY!!!!

- After the grantwriter hits "submit" in eGrants, the Authorized Official must log in to eGrants and "Certify" each application before PSO accepts it.
- The certification MUST be done no later than 5:00 PM CST on February 12, 2026.
- Applications that are not certified by the due date will be INELIGIBLE!

136

CONTACT INFORMATION

Kelly Schmidt, Criminal Justice Program Administrator
North Central Texas Council of Governments
616 Six Flags Drive (PO Box 5888)
Arlington, TX 76011 (76005)
Phone: 817-608-2383
kschmidt@nctcog.org
www.nctcog.org/public-safety/criminal-justice

Office of the Governor's eGrants HelpDesk:
egrants@gov.texas.gov
512-463-1919

137

ALL DONE!

QUESTIONS?
ANSWERS?
COMMENTS?
EMOTIONAL OUTBURSTS?
…stick around if you want to see an eGrants demo

138