

AACOG Criminal Justice Advisory Committee Grant Application Guidelines



The purpose of the Grant Application Guidelines is to provide the Office of the Governor (OOG), Criminal Justice Division (CJD) grant applicants with a basic understanding of the regional expectations set by the Alamo Area Council of Governments (AACOG). Please note that all Criminal Justice Advisory Committee (CJAC) scores and budget recommendations are only used as regional reference by CJD for grant reviews and are not final decisions. All applications are subject to funding decreases based upon CJAC recommendations, available funding, and final rankings. All funding is dependent on regional allocation of grant funds.

Favorable Review:

For an application to receive favorable review by the CJAC, applicants must:

- Attend a Mandatory Grant Workshop¹
- Complete and submit a Grant Summary Form for each COG scored application submitted
- Submit only one agency/department grant application per funding stream²
- Attend and provide a two (2) minute project presentation at the April CJAC Scoring and Prioritization meeting(s)

Applicants that do not meet one of these requirements will receive an unfavorable review but may still be recommended for funding. Applicants that do not meet two or more requirements will receive an unfavorable review and will not be recommended for funding.

Scoring:

CJAC will score each application based upon the following areas:

- Budget
- Collaboration
- Narrative
- Presentation³
- Regional Priorities
- Sustainability
- **JAG Equipment Only:** Requests are limited to a single project and/or package of related items.

Recommended Budgets Caps:

CJAC recommends that application budget requests are below the following budget caps **Error! Bookmark not defined.:**

- JAG: \$85,000 maximum request from OOG; Non-profits \$25,000 maximum request from OOG. Opportunity to gain five (5) bonus points on final score if applicant is a Governmental Entity or First Responder. Note: Volunteer Fire Departments are considered First Responders and are eligible to apply for maximum request.
- JJDP: \$50,000 maximum request from OOG; TP - Truancy Prevention – \$350,000 voluntary maximum request from OOG for all program requests; Continuation projects exceeding last year's award by 20% must provide justification.⁴
- VAWA: \$200,000 maximum request from OOG.
- VOCA:
Victim-focused organizations (An agency created to primarily serve only victims, typically cannot charge for service):

¹ An individual may not attend the grant workshop representing more than one agency in a single funding stream. A contract grant writer may attend the workshop, but a member of the contracting agency's staff must also attend.

² Exceptions made for PSO requested or approved GVA applications.

³ An agency staff representative must be present during the project proposal presentation on the day of scoring. Note: A contracted grant writer or vendor may not present on behalf of the agency applying for grant funds.

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- \$250,000 voluntary maximum request for **new project** requests submitted by organizations determined to be victim-focused
- Continuation projects may exceed last year's award by 20% if all funds were expended in the previous grant year. Eligibility for a 20% increase requires applying agency to have completely expended a full year's award by September 30, 2025.⁴
- Opportunity to gain five (5) additional points on final score if the committee determines *organization* to be Victim-Focused

Victim-serving organizations (An agency that incorporates some services or partnerships for victims into their primary business model/operation):

- \$175,000 voluntary maximum request for **new project** requests submitted by organizations determined to be victim-serving
- Continuation projects determined to be victim serving will be limited to a total request not to exceed \$250,000 – with the exception of those programs that offer victim-focused shelter and transitional housing.
 - Victim-focused shelter and transitional housing continuation programs under victim service providing agencies may apply for the amount awarded the previous year.

Continuation Projects:

Applicants will be asked to self-identify their projects as continuations in the grant summary form. New projects must follow all eligibility requirements to qualify as a new project as established by the Office of the Governor. CJAC will determine decreases on the day of grant presentations to holistically gauge all grant applicants for each funding stream based on presentations, grant summary forms, RBE, and amount applied for in each stream.

Budget Review:

All applications will undergo a Peer Review of Budgets to determine ineligible expenses/activities and indirect costs ahead of scoring in effort to save on time the day of scoring. CJAC members with conflicts must leave the room when application with conflict is up for review.

ADDENDUM – 01

ADDITIONAL CJAC JAG GRANT APPLICATION GUIDELINE

Addendum for additional JAG Grant Application Guidelines: Requesting all AACOG Criminal Justice project applications seeking P25 subscriber equipment (control stations, mobiles, portables) be multiband and have the “required” features identified in the AACOG P25 Multiband Reference Guide as attached. Exceptions can be reviewed but those exceptions should be fully justified in the grant project documentation.

1. JAG Projects involving subscriber equipment will be reviewed by the Interoperable Communications Committee (ICC) before scoring meetings so the ICC can help guide the grantee before they are required to finalize grant application or commitment.
2. ICC subject matter experts will be available during the score meetings to provide feedback and answer questions for the Criminal Justice Advisory Committee (CJAC).

⁴ CJAC reserves the right to recommend a reduced budget for any project.

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AACOG P25

3. [AACOG P25 Reference Guide](#): Multiband Radio an