



## **Virginia Department of Criminal Justice Services**

# **BYRNE/JUSTICE ASSISTANCE GRANT SOLICITATION**

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Virginia Department of Criminal Justice Services

**BYRNE/JUSTICE ASSISTANCE GRANT SOLICITATION**

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# Implementation of Data-Driven and Evidence-based Programs and Practices

The Department of Criminal Justice Services (DCJS) is offering grant funds available to Virginia from the federal Byrne Justice Assistance Grant Program. Localities and state agencies are invited to apply for funds to implement data-driven and evidence-based criminal justice programs or practices in one or more of the program areas described in these guidelines. Applicants will need to ensure that the practices and/or programs they propose are appropriate for their target populations and can be implemented with fidelity.

## 1. Smart Policing Practices and Programs

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DCJS invites local units of government to submit grant applications supporting the implementation of Smart Policing programs and practices. Smart Policing programs build upon analysis-driven, evidence-based policing by encouraging local agencies to develop effective, economical, and innovative responses to crime within their jurisdictions. Successful applicants will implement evidence-based interventions to improve the effectiveness and efficiency of their agencies' processes and procedures and establish sustainable partnerships with researchers to evaluate their effectiveness.

Data-driven and evidence-based programs invest in the development of practitioner-researcher partnerships that use data, evidence, and innovation to create effective, economical strategies and interventions. This approach enables jurisdictions to understand the full nature and extent of the crime challenges they face and to target resources to the highest priorities. This approach also represents a strategic path that brings more "science" into criminal justice operations by leveraging innovative applications of analysis, technology, and evidence-based practices with the goal of improving performance and effectiveness while containing costs.

Applicants should address one of the following:

- Establish and/or expand evidence-based programming to increase their ability to effectively and sustainably prevent and respond to crime.
- Establish sustainable research partnerships that are integrated into the strategic and tactical operations of the applicant agencies.
- Foster effective and consistent collaborations within the applicant agencies themselves, with external agencies, and with the communities they serve to increase public safety.
- Use technology, intelligence, and data in innovative ways that enable law enforcement agencies to focus resources on the people and places associated with high concentrations of criminal behavior and crime.

Grant applications must include data relevant to the proposed projects and must cite data sources. For proposed projects that seek to replicate an existing model program applicants should describe the program, its fit to the target population, and the national database or other source of the model. Examples of nationally recognized program databases include Crime Solutions [www.crimesolutions.gov](http://www.crimesolutions.gov), the What Works in Reentry Clearinghouse of the Education Institute

of Sciences <https://whatworks.csgjusticecenter.org>, and the Blueprints for Healthy Youth Development website [www.blueprintsprograms.com](http://www.blueprintsprograms.com). Only programs or practices proven effective or having the strongest research support will be considered for funding. Programs or practices must have been rated at least “Promising” at Crime Solutions, have been found to have at least “Modest Beneficial Evidence” of effectiveness at the Clearinghouse, or have been rated at least “Promising” at Blueprints for Violence Prevention.

**We anticipate the maximum of each grant award made under this section including local match will be \$125,000. We anticipate making four (4) awards for Smart Policing Practices and Programs.**

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## **2. Homicide Reduction Through a Multidisciplinary and Multiagency Approach**

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DCJS invites grant proposals from local units of government to fund homicide reduction strategies that use a multidisciplinary and multiagency review process.

The Homicide Review Team process attempts to reduce homicides and nonfatal shootings through a multilevel, multidisciplinary, and multiagency review process. The goals of the team are to establish and support homicide prevention and intervention strategies using strategic problem analysis.

The team should provide a unique forum for addressing violence and consist of law enforcement and other criminal justice professionals, and community service providers, who meet regularly to exchange information regarding the locality’s homicides and other violent crimes. The team’s purpose should be to identify methods of prevention from both public health and criminal justice perspectives. The team should make recommendations based on trends identified through the case review process. These recommendations can range from micro-level strategies and tactics to macro-level policy changes.

#### **Program Components**

The Homicide Reduction Team will better understand the nature of homicides through strategic problem analysis, use the analysis to develop innovative responses to the problem, and focus limited enforcement and intervention activities on risks that contributed to homicide.

The multi-tiered intervention strategy should have four levels, each involving participation by a different set of agencies and stakeholders. The levels of intervention reviews are:

- ***Real-Time Review:*** The local law enforcement agency responds to each homicide that occurs in the intervention districts by immediate response, investigation, increased patrols, and apprehension of identified suspects. Social services agencies are then notified within 48 hours of the incident and provide immediate crisis intervention, case management, mentoring, emotional support, mental health counseling, and home-based health care to victims' families.
- ***Criminal Justice Review:*** The criminal justice review involves a monthly assessment of each homicide. Groups that may take part in this review include the community-police liaison, area officers, and members of the violent crimes, gang crimes, homicide, and vice units. Others can include the Commonwealths' Attorney, schools, the housing authority, state and federal law enforcement partners.
- ***Community Service Provider Review:*** The community service provider review incorporates insights from various community members based on the perspectives of the organizations they represent. Meetings are designed to look at closed cases and incidents and to determine what community-level factors contributed to the crime. This information is then used in the criminal justice review to raise awareness and assist in handling current cases and establishing preventive community resources.
- ***Community Review:*** The fourth and final component of the review process is the community review meetings. These are designed to educate the community about the nature of homicides and shootings in the intervention areas. This part of the process also is intended to attract interest from other community members and stakeholders.

Grant applications must include data relevant to the proposed project and must cite data sources. For proposed projects that seek to replicate an existing model program applicants should describe the program, its fit to the target population, and the national database or other source. Examples of nationally recognized program databases include Crime Solutions [www.crimesolutions.gov](http://www.crimesolutions.gov)

**We anticipate the maximum of each grant award made under this section including local match will be \$125,000. We anticipate making four (4) awards in the Homicide Reduction Through a Multidisciplinary and Multiagency Approach section of the solicitation.**

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### 3. Naloxone for Law Enforcement Agencies

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The Department of Criminal Justice Services (DCJS) invites local units of government and state agencies to apply for grant funds to purchase **Naloxone** to combat the rise in overdose of opioids and reduce the number of prescription drug/opioid overdose-related deaths. These grants are intended to provide law enforcement with the knowledge and tools to reverse overdoses in the field and thus reduce the time between when an overdose victim is discovered and when he or she receives lifesaving assistance. When administered, Naloxone (marketed in the past under the trade name Narcan) restores respiration within two to five minutes, and may prevent brain injury and death. Naloxone works on overdoses caused by opioids, which include prescription painkillers and street drugs such as heroin. Naloxone has no potential for abuse.

([www.bjatrainning.org/tools/naloxone/Naloxone-Background](http://www.bjatrainning.org/tools/naloxone/Naloxone-Background))

Naloxone is a prescription medication, but it is not a controlled substance. This means authorization is not needed to allow possession and administration of the drug by first responders. Law enforcement officers as defined in [§ 9.1-101](#) and firefighters who have completed a training program may also possess and administer naloxone in accordance with protocols developed by the Board of Pharmacy in consultation with the Board of Medicine and the Department of Health.

**Naloxone-Acquisition Grant Awards will not exceed \$10,000.00 per locality. Applications requesting more than this amount will not be considered.**

Priority will be given to localities with limited first responder resources and medical facilities.

Applicants are encouraged to visit the following links for information concerning Naloxone.

- Bureau of Justice (BJA) National Training and Technical Assistance center website on Naloxone. Law Enforcement Naloxone Tool kit:  
[www.bjatrainning.org/tools/naloxone/Naloxone-Background](http://www.bjatrainning.org/tools/naloxone/Naloxone-Background)
- Law Enforcement and Naloxone Utilization in the United States:  
[www.bjatrainning.org/naloxone/law-enforcement-and-naloxone-utilization-united-states](http://www.bjatrainning.org/naloxone/law-enforcement-and-naloxone-utilization-united-states)

Applicants must include in their proposals:

- a statement of the locality's commitment to obtaining training for its law enforcement officers on the administration of Naloxone, or evidence that the training has already been provided;
- the applicable policy/protocol governing the use of the drug, or a commitment to develop a policy prior to deploying/using the drug;
- funding for acquiring the drug that is commensurate with the documented severity of the jurisdiction's overdose problem, as reflected in overdose-related calls for service and deaths due to overdoses; and

- competitive applicants will include the following information in order to demonstrate need:
  - response time to calls for service for the law enforcement agency and emergency services;
  - evidence of a current policy governing the use and storage of naloxone or a commitment to develop a policy;
  - number of law enforcement officers on duty during a 24-hour period.

**Protocol for Dispensing to Law Enforcement Officers:**

A pharmacy, wholesale distributor, third party logistics provider, or manufacturer may distribute naloxone via invoice to designated law enforcement officers who have successfully completed a training program developed by the Department of Behavioral Health and Developmental Services (DBHDS). Training must be conducted in accordance with policies and procedures of the law enforcement agency. For more information please go to:

[www.dbhds.virginia.gov/individuals-and-families/substance-abuse/revive](http://www.dbhds.virginia.gov/individuals-and-families/substance-abuse/revive) (*scroll down to Training Resources*). Questions regarding DBHDS training may be directed to Diane Oehl, (804) 371-4616, [diane.oehl@dbhds.virginia.gov](mailto:diane.oehl@dbhds.virginia.gov).

Please utilize the following links to access additional resources on Naloxone.

1. Bureau of Justice National Training and Technical Assistance Center website. Law Enforcement Naloxone Tool kit:  
[www.bjatrainning.org/tools/naloxone/Naloxone-Background](http://www.bjatrainning.org/tools/naloxone/Naloxone-Background)
2. Law Enforcement and Naloxone Utilization in the United States:  
[www.bjatrainning.org/naloxone/law-enforcement-and-naloxone-utilization-united-states](http://www.bjatrainning.org/naloxone/law-enforcement-and-naloxone-utilization-united-states)
3. To purchase Naloxone from a state agent:  
Adapt Pharma <http://adaptpharma.com>
4. Narcan Nasal Spray direct purchase:  
[www.narcannasalspray.com](http://www.narcannasalspray.com)

**Eligibility:**

Only state and local law enforcement agencies employing certified law enforcement officers may use funds awarded through these grants. **Grants will be prioritized based on officer response time and the overdose rate within individual region.** To review your locality’s overdose and hospitalization overdose death rate see:

<http://www.vdh.virginia.gov/medical-examiner/forensic-epidemiology/>

**Applications must include:**

- clear documentation of the need for naloxone;
- applicant’s commitment and plan for sustainability;
- applicant’s policy and plan for administering Naloxone.

**Grant Match Requirement:**

There is no match requirement for naloxone acquisition grants.

**DCJS Staff Contacts:**

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#### **4. Computer Enhancements/Upgrades for Regional Criminal Justice Training Academies**

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DCJS is offering grant funding to certified regional criminal justice training academies to take advantage of new technology and upgrade or enhance their existing “computer lab” capacity to enable them to take full advantage of the testing modules and enhancements anticipated in the soon to be released Law Enforcement Training Records system.

Training academies play a key role in equipping law enforcement officers—new recruits as well as veteran officers—with the knowledge and skills they need to meet the increasingly complex challenges they face as they work to keep our communities safe.

The growth of online learning, and the broader scope of the content offered online, allow academies to significantly improve the quality of the training they provide, as does the availability of Internet-based, situational decision making training.

In order to fully benefit from these developments and be able to take advantage of future changes, training academies need access to up-to-date computer hardware and software.

Applicants for funding should address one or more of the following:

- Expansion of an existing “computer lab” or training network system through the acquisition of additional computers to accommodate more trainees.
- Additional equipment and associated software to be able to fully utilize online learning and testing.

**Grants will be limited to \$45,000. Applications requesting more than \$45,000 will not be considered. These are one-time grants and will not be eligible for continuation funding.**

**DCJS Staff Contact:**

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## **Application Guidelines and Forms**

### **Grant Period:**

Grants will be awarded on a competitive basis for one (1) twelve-month period beginning October 1, 2017 and ending September 30, 2018. Continuation funding may be available for up to three additional years for all project areas except the computer enhancement/upgrade projects. For the other project areas, it will depend on the availability of federal JAG funds, project performance and demonstrated continued need. **Applicants may apply for grants in more than one category from this solicitation.**

### **Grant Match Requirement:**

Grant recipients must provide the local matching cash or in-kind contributions from non-federal sources. Federal funds may be used to pay no more than 90% of the cost of a proposed project. The remaining 10% of the project costs must be paid by the grant recipient with cash or in-kind contributions from non-federal sources. For example, if a project's budget totals \$5,000.00; federal JAG funds may be used to pay \$4,500.00 of that amount. The grant recipient must provide the remaining \$500.00 in cash or in kind contributions from non-federal sources. **Note: The match requirement does not apply to either the Naloxone Acquisition Grants or the Computer Enhancements/Upgrades for Regional Criminal Justice Academy grants.**

### **Unallowable Costs:**

Grant funds, including cash match or in-kind contributions, may not be used for: standard firearms, weapons, ammunition and related equipment normally and routinely provided by the locality to others in the same roles; standard clothing and uniforms normally and routinely provided by the locality to others in the same roles; basic training; construction or renovation; land acquisition; lobbying and political contributions; honoraria; bonuses; personal entertainment such as tickets to sporting events; personal calls; alcohol; or vehicles normally and routinely provided by the locality to others in the same roles.

### **Restrictions and Limitations:**

The following restrictions and limitations apply:

- Reimbursement will be based on paid invoices for *approved* expenditures;
- Changes to grant budget after award must be approved by DCJS prior to expending funds based on the changes;
- Transactions occurring outside of the grant period will not be eligible for reimbursement;
- Grant funds may not be used to supplant federal, state, or local funds that otherwise would be available for the same purposes.

### **Project Narrative:**

Each application must include a Project Narrative which may not exceed twenty (20) pages. **(Note: 3 pages for Naloxone acquisition grants.)** The Project Narrative heading should include the official name of the submitting entity, and a Project Title. The Narrative must include the following sections: Need Statement, Project Description, and Budget Narrative.

**Need Statement:**

In the Need Statement section of your Project Narrative, provide: a description of your agency and community; a description of the unmet need or problem that the grant project will address; fully describing how the project will reach the stated goals of the funded project.

**Project Description:**

In the Project Description section, clearly explain how your proposal will address the identified need and impact the problem you propose to address. This should include a thorough discussion of the how the evidence-based practice or program was chosen and how it will address the unmet need or problem identified in the need statement. The project description must include a discussion of how the selected evidence-based practice or program will be replicated to ensure fidelity to the original model or is being used on a population for which national data demonstrates results.

**Budget Narrative:**

In addition to completing the Project Narrative, you must also provide a Budget Narrative that explains the reason for each requested budget item and provides the basis for its cost. All items requested in the Budget Narrative must be thoroughly justified and clearly related to the proposed project. Each item to be purchased must be separately listed with its unit cost. The *budget narrative* must thoroughly explain the relevance and importance of each item to the project.

**Performance Measures:**

Successful applicants will receive instructions on submitting performance measurement reports in compliance with federal grant requirements. Federal performance measures for Byrne/JAG are a tool used nationally to help determine the success of funded projects, and are also used to determine the success of the Byrne/JAG program overall. This is especially important to demonstrate the impact and importance of Byrne/JAG funds to the criminal justice system. Performance measures for the Byrne/JAG program are pre-determined and divided into grant purpose areas. Each project will need to meet performance measures based on the purpose area assigned to the project. DCJS staff will assist in determining the correct Byrne/JAG purpose area and the associated performance measures for successful grantees.

**How to Submit an Application:**

Applications must be submitted using the format and forms that are linked in these guidelines. Please do not alter the forms. The complete DCJS Grant Application must have an email time stamp of no later than 11:59pm *Friday, August 11, 2017*. Applications received after the deadline **will not be considered**. Applications submitted by fax will not be accepted.

**Applications must be e-mailed to:**

[grantsmgmt@dcjs.virginia.gov](mailto:grantsmgmt@dcjs.virginia.gov)

Please put the name of your locality in the subject line of the email. You will receive an automated reply once you email your grant. Submissions prior to the deadline are appreciated. The Project Administrator (or designee with signatory authorization on file with DCJS) must be listed on the grant application face sheet. Please number all pages.

Please submit the application in the following order:

1. [Grant Application](#) form ([instructions](#)); [Itemized Budget](#) ([instructions](#)); [Project Goals and Objectives](#) form;
2. Budget Narrative to correspond with the Itemized Budget;
3. Signature page of the [Certifications Regarding Lobbying; Debarment; Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements](#), signed by the city, county or town manager, state agency director, regional criminal justice academy director, etc.;
4. Signature page of the [General Grant Conditions and Assurances](#), signed by the city, county or town manager, state agency director, regional criminal justice academy director, etc.;
5. Project Narrative not to exceed 20 pages, except the [Naloxone Grants](#) which are not to exceed 3 pages.

### **Review Process**

DCJS staff will review grant applications and forward recommendations to the Grants Committee of the Criminal Justice Services Board which will, in turn, make recommendations to the full Board. Final approval is at the discretion of the Criminal Justice Services Board.