



Virginia Department of Criminal Justice Services

BYRNE/JUSTICE ASSISTANCE GRANT SOLICITATION

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Virginia Department of Criminal Justice Services

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Systems Notification of Upcoming Court Hearings and Related Meetings

Introduction:

The Virginia Department of Criminal Justice Services (DCJS) announces availability of grant funds to purchase technology solutions to reduce failure to appear rates for court hearings and related meetings with attorneys or probation officers, or to make those meetings more productive by reminding clients to bring certain key documents. In addition to reminding individuals of the court hearing date and time, these notification systems provide opportunities to bring certain documents to various meetings in order to maximize the productivity of the meetings or hearings and thereby make the hearings more efficient.

Amount Available:

Grants in amounts up to \$125,000 for multijurisdictional or statewide initiatives or \$25,000 for individual localities are available.

Applications must include:

- clear documentation of the need for an automated system; and
- grantee's commitment and plan for sustainability, which includes any ongoing maintenance or other support.

DCJS Staff Contacts:

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Systems Assessment to Identify Disparities in Discipline and Justice Outcomes for Students with Disabilities and Minority Students

Introduction:

Policy makers and stakeholders throughout the country are reexamining school policies and court referral practices with the goal of diverting students from the court system when possible, ensuring successful court outcomes, and providing all students with the best education and opportunities for success. Disproportionate rates of school discipline and court referrals for students with disabilities and for minority students have been of particular concern. The Virginia Department of Criminal Justice Services (DCJS) announces the availability of grant funds to perform data analysis, case review, policy review, or process review to identify disparities in discipline and justice outcomes in students with disabilities and minority students and to develop a plan or take steps to lessen the disparity.

Among the questions explored might be:

- What factors are driving the disproportionate number of students with disabilities and minority students being disciplined in school settings and referred to the juvenile justice system?
- What policies and practices, beyond federal legal protections, would better ensure that students with disabilities and minority students receive fair outcomes?
- What policies and practices are currently in place in to ensure that only appropriate school-based delinquency matters are referred to the criminal justice system? What are the barriers to implementing these practices? What else is needed?

Amount Available:

Grants in amounts up to \$100,000 for state agencies or \$40,000 for individual localities are available.

Applications must include:

- clear documentation of the need for a review, including data indicating disparity;
- grantee's commitment to follow through, as able, with the recommendations of the review; and
- grantee's willingness to share a copy of any report prepared as a result of this grant with DCJS.

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Community Criminal Justice Board Comprehensive Planning

Introduction:

The Virginia Department of Criminal Justice Services (DCJS) announces availability of grant funds for local criminal justice planning. Localities are invited to apply for funds to develop and implement a framework to fully utilize local Community Criminal Justice Boards (CCJB) as specified in [§9.1-180](#) of the Code of Virginia. The intent of this project is to foster cross system collaboration by developing a multidisciplinary framework to identify and develop data driven solutions for specific and system wide challenges throughout the criminal justice system.

Once developed and implemented, the CCJB framework will be the locality's primary tool for identifying challenges and solutions for criminal justice system. Examples of specific projects the CCJB framework should be able to address are: substance abuse, mental health, re-entry, domestic violence, homelessness, community engagement, technology improvement and data sharing.

Eligibility:

Eligible applicants under this solicitation include Virginia local units of government with established Community Criminal Justice Boards as specified in [§9.1-178](#). For multi-jurisdictional efforts, the locality acting as the administrative and fiscal agency must submit the grant application on behalf of all participating jurisdictions, and must assume responsibility for grant administrative and financial matters of this grant. Only one application per CCJB can be submitted.

Amount Available:

Grants in amounts up to \$50,000 per CCJB are available.

CCJB Commitment Letter:

The letter shall give a brief overview of the intended project, and the commitment of the CCJB members to participate in the project, the resulting framework, and an action plan.

Project Description:

In the Project Description section, thoroughly and clearly explain the project. The project must, at a minimum, include a framework to fully utilize local Community Criminal Justice Boards as specified in [§9.1-180](#) of the Code of Virginia. The project must demonstrate the locality's, or localities' if the application is multi-jurisdictional, commitment to utilize the CCJB to facilitate local involvement and flexibility in responding to the problem of crime in their communities, develop and amend criminal justice plans, and assist with the submission of grants.

The project shall produce the following deliverables: a framework to identify challenges and solutions for challenges throughout the criminal justice system, an action plan detailing the major activities of the CCJB for the next two years, agreements between various stakeholders detailing their commitment to utilize the CCJB framework to enhance the local criminal justice system. The framework should include the following best practices for improving organizational health: system mapping(s), data driven decisions, action planning, resource development, internal evaluation and accountability, and public accountability. Examples of specific projects the CCJB framework can address are: substance abuse, mental health, re-entry, domestic violence, homelessness, community engagement, technology improvement and data sharing.

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Police Officer Safety and Wellness

According to the President's Final Report on 21st Century Policing, officers walk into risky situations and encounter tragedy on a regular basis. Some officers witness horrors that stay with them for the rest of their lives. Others are physically injured in carrying out their duties, sometimes through mistakes made during high stress situations. The report emphatically states that the wellness and safety of law enforcement officers is critical, not only to themselves but also to their colleagues and to the public they serve.

A key recommendation of the report is the enhancement of a multi-faceted approach to officer safety and wellness. It is imperative that the critical issues that impact officer health and safety be identified. A growing threat to officer and community safety is the burgeoning heroin and opioid crisis. It has been increasingly common to read of accidental overdoses by the first responder as they attempt to handle these calls. Law enforcement agencies are responsible for ensuring that officers are equipped with critical situational knowledge and decision making skills to minimize such occurrences.

Basic and in-service training is critical to developing and expanding skills that help law enforcement staff to diffuse conflict and aggression, while coping with tragedy and stressful situations. Exposure to physical harm is the immediate concern but continual exposure to high stress situations may contribute to poor physical and mental health. It is essential that training requirements reflect up-to-date and current/modern policing standards, reflective of current best practices. The lack of physical and psychological wellness can adversely affect the capabilities, judgment and behavior of the officers. It is vital that law enforcement officers be provided training, policy, procedures and counseling that promotes physical and psychological safety and wellness.

Localities are encouraged to submit applications for officer resilience training to address Post Traumatic Stress Disorder, trauma-informed training to support officer resilience and officer wellness, peer support programming, enhanced Chaplaincy services, or other evidenced based programs or practices intended to address the physical and psychological needs of law enforcement staff.

Applicants are encouraged to reference the Bureau of Justice Assistance Officer Safety and Wellness Initiatives website at https://www.bja.gov/ProgramDetails.aspx?Program_ID=103 for successful service and program examples.

Amount Available:

Grants in amounts up to \$25,000 per locality are available.

DCJS Staff Contacts:

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Application Guidelines and Forms

Grant Period:

Grants will be awarded on a competitive basis for a nine (9) month period beginning January 1, 2018 and ending September 30, 2018. Continuation funding most likely will NOT be available. **Applicants may apply for grants in more than one category from this solicitation.**

Grant Match Requirement:

There will be no match requirement for this solicitation. However, future JAG solicitations may have a match requirement depending on the availability of funds.

Unallowable Costs:

Grant funds 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. 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 **November 3, 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

Please put the name of your locality in the subject line of the email. 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. Project Narrative to include the Budget Narrative, all not to exceed 20 pages. The budget narrative should 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.;

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.