



EDWARD BYRNE MEMORIAL  
JUSTICE ASSISTANCE GRANT  
LAW ENFORCEMENT (JAG LE)

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2012

REQUEST FOR PROPOSALS

OHIO OFFICE OF CRIMINAL JUSTICE SERVICES  
1970 West Broad Street, P.O. Box 182632  
Columbus, Ohio 43218-2632  
Telephone: 614.466.7782  
Fax: 614.466.0308  
[www.ocjs.ohio.gov](http://www.ocjs.ohio.gov)

JOHN R. KASICH, Governor  
MARY TAYLOR, Lt. Governor  
THOMAS F. CHARLES, ODPS Director  
KARHLTON MOORE, OCJS Executive Director

Applications must be submitted by Oct. 31, 2012

## **OCJS AND JAG**

The Ohio Office of Criminal Justice Services (OCJS) is a division of the Ohio Department of Public Safety. By statute, OCJS is the lead justice planning and assistance office for the state, administering millions of dollars in state and federal criminal justice funding every year. OCJS also evaluates programs and develops technology, training, and products for criminal justice professionals and communities. OCJS has been designated by Governor John R. Kasich to administer the FY 2012 Edward Byrne Memorial Justice Assistance Grant Law Enforcement (JAG LE) funds.

JAG LE funds projects that reduce crime, increase public safety, and support the Ohio Incident-Based Reporting System (OIBRS). OIBRS is a crime reporting system that allows criminal justice agencies to submit data directly to state and federal government in an automated format.

## **WHAT TO EXPECT**

**Application.** Projects may request a **maximum of \$20,000** of OCJS/JAG LE funds, and there will be a 10 percent cash match requirement on the total project cost. **Agencies may submit only one application per subgrantee**, multiple applications will not be considered for funding. Local law enforcement agencies are eligible to apply as the implementing agency. The unit of local government must serve as the official subgrantee (e.g., mayor or commissioner's office).

To apply, please visit: [www.ocjsgrants.com](http://www.ocjsgrants.com). For technical assistance on any part of the JAG application, call OCJS at: 614.466.7782 and ask to speak to your Grants Coordinator. Regional Contacts: <http://www.ocjs.ohio.gov/grants.stm>

**Award.** Award notifications will be made via [www.ocjsgrants.com](http://www.ocjsgrants.com) to selected projects. Before final approval, projects must complete and return all required forms. **All awards will be for seven months of funding, operating from February 1, 2013 through August 31, 2013.**

## **ELIGIBLE APPLICANTS**

Per Ohio Revised Code Section 5502.62 (C) (6), all law enforcement agencies must be compliant with reporting crime statistics, using either the Ohio Incident-Based Reporting System or Uniform Crime Reporting, in order to receive funding through OCJS. Note: if the applying agency is not reporting using OIBRS or Uniform Crime Reporting the application will not be reviewed and will not receive funding.

Programs under criminal justice departments that are consistently reporting crime statistics are the only law enforcement agencies eligible for OCJS funding pursuant to Ohio law. Ohio law requires all law enforcement agencies to report their crime statistics in order to be eligible for criminal justice grants from OCJS.

## **PROGRAM PURPOSE**

Funds will be used for:

- Hiring, training, and employing on a continuing basis new, additional law enforcement officers and necessary support personnel.
- Paying overtime to employed law enforcement officers and necessary support personnel for the purposes of increasing the number of hours worked by such personnel.
- Procuring equipment, computer technology, and other materials directly related to law enforcement functions. Allowable costs include equipment needed to implement OIBRS. Funded OIBRS projects will be required to report OIBRS data within a specified time after completion of the subgrant, and the records management system vendor must be an Ohio certified OIBRS vendor.

## **LENGTH OF FUNDING**

Projects may apply for seven months of funding, operating from February 1, 2013 to August 31, 2013.

## **MATCH**

For FY 2012 a 10 percent cash match requirement on the total cost of the project is in place. If you would

like to request a waiver of cash match, please indicate this in both the narrative and budget portions of your application and provide proper justification for the request. A match waiver request may be uploaded in the indirect cost section of the grant application.

If your agency will receive 2012 Edward Byrne Memorial Justice Assistance Grants directly from the U.S. Bureau of Justice Assistance, you will not be eligible to apply for this JAG LE solicitation through OCJS. Please see <https://www.bja.gov/Programs/JAG/jag12/12OH.pdf> for more information on agencies that receive funds directly from the U.S. Bureau of Justice Assistance.

### **PROPOSAL COMPONENTS**

Use the following checklist as a general guide for submitting proposals to OCJS. Read the entire JAG LE RFP before completing and submitting proposals.

- Title Page
- Problem Statement/Target Population
- Project Description
- Project Objectives
- Timeline/Activities
- Organization Capacity
- Collaboration Board  
\* Please note Collaboration Board Letters are required and need to be uploaded with the application. Letters should demonstrate the collaboration efforts of the project. If letters are not uploaded the application will not be reviewed. For personnel only requests, the Collaboration Board letters are not required, but applicants still need to complete the narrative part of this section.
- Executive Summary
- Budget

**APPLY ONLINE!**

JAG LE applicants must apply for OCJS grants online at:  
[www.ocjsgrants.com](http://www.ocjsgrants.com)

1. Register to use the system. NOTE: If you have already registered as a grantee please use that log in information to access the system.
2. Work on your grant over an extended period of time, saving changes until you're ready to preview and submit your final proposal to OCJS.
3. Print an e-confirmation of your JAG LE submission.

### **FORMAT AND SUBMISSION**

- Applications are submitted online through the OCJS Grants Management System, by 5 p.m. on October 31, 2012. Visit: [www.ocjsgrants.com](http://www.ocjsgrants.com). Late applications will not be reviewed or considered for funding. Failure to follow the specified requirements will also result in the application not being reviewed or considered for funding.

**IMPORTANT:** Applications must be in the APPLICATION SUBMITTED STATUS in the OCJS Grants Management System to be considered for funding.

For technical assistance on any part of the JAG LE application, call OCJS at: 614.466.7782 and ask to speak to your Grants Coordinator. Regional Contacts: <http://www.ocjs.ohio.gov/grants.stm>

## UNALLOWABLE COSTS

Alcoholic Beverages  
Awards, Bonuses, or Commissions  
Bad Debts  
Basic or Standard Police Equipment

- Uniforms
- Dry Cleaning

Construction Costs/Projects  
Contingency Provision Funds  
Contributions and Donations by the Subgrantee or Implementing Agency  
Corporate Formation Costs  
Defense and Prosecution of Criminal and Civil Proceedings and Claims  
Depreciation and Use Allowances on Publicly Owned Buildings  
Drug Dogs  
Dual Compensation  
Entertainment  
Federal Employee Compensation, Consulting Fees, or other Remuneration  
Fines and Penalties (OBM Circular A-87 Item 20 exception)  
Food ★★★  
Foreign Travel (outside United States/territories, Canada)  
Fund Raising  
General Government Expense (OBM Circular A-87 Item 23 exceptions)  
Grant Management/Administrative Costs  
Idle Facilities (OBM Circular A-87 Item 24 exceptions)  
Incentive Payments  
Inmate Wages  
Interest (OBM Circular A-122 Item 19 exceptions)  
Land Acquisition  
Lobbying  
Losses on Other Awards  
Luxury Items  
Medicines, Drugs, Pharmaceuticals, or Cosmetics  
Military-type Equipment/Lethal Weapons  
Real Estate  
Recreational Activities  
Restitution Payments  
Snacks  
Space Occupied under Lease-to-Own Agreements  
Sporting Goods/Equipment  
State and Local Taxes (Standard Conditions exceptions)  
Stipends  
Tips, Bar Expenses, or Laundry Costs Incurred at Conferences  
Toys, Games, etc.  
Under Recovery of Costs under Federal Agreements  
Vessels or Aircraft

- ★ All costs must directly relate to the goals and objectives of the proposed project. OCJS reserves the right to modify project budgets or provide partial funding.
- ★ JAG funds cannot be used directly or indirectly for security enhancements or security equipment to nongovernmental entities not engaged in criminal justice or public safety.

**★★★ No funding can be used to purchase food and/or beverages for any meeting, conference, training, or other event. Exceptions to this restriction may be made only in cases where such sustenance is not otherwise available (i.e., extremely remote areas), or where a special presentation at a conference requires a plenary address where there is no other time for sustenance to be attained. Such an exception would require prior approval. This restriction does not apply to water provided at no cost, but does apply to any and all other refreshments, regardless of the size or nature of the meeting. Additionally, this restriction does not impact direct payment of per diem amounts to individuals in a travel status under your organization's travel policy.**