



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

2013

REQUEST FOR PROPOSALS

OHIO OFFICE OF CRIMINAL JUSTICE SERVICES
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JOHN R. KASICH, Governor
MARY TAYLOR, Lt. Governor
JOHN BORN, ODPS Director
KARHLTON MOORE, OCJS Executive Director

Applications must be submitted by Oct. 31, 2013

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 2013 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: <https://portals.ocjs.ohio.gov/ogss/login.aspx>. 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.ocjs.ohio.gov for 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, 2014 through August 31, 2014.**

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, 2014 to August 31, 2014.

MATCH

For FY 2013 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 amount will need to be entered in the budget of the application, but a waiver can be faxed to your grant coordinator's attention.

If your agency will receive 2013 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/jag13/13OH.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 should be faxed to OCJS with the application information included. Letters should demonstrate the collaboration efforts of the project. If letters are not submitted 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

FORMAT AND SUBMISSION

- Applications are submitted online through the OCJS Grants Management System, by 5 p.m. on October 31, 2013. Visit: <https://portals.ocjs.ohio.gov/ogss/login.aspx>. 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.

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>

APPLY ONLINE!

JAG LE applicants must apply for OCJS grants online at:

<https://portals.ocjs.ohio.gov/ogss/login.aspx>

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.

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.