



Office of the Governor
Criminal Justice Division
Funding Announcement (Amended):
***Rifle-Resistant Body Armor Grant
Program***

July 12, 2017

Opportunity Snapshot

Below is a high-level overview of many of the elements of this opportunity. Full information is provided in the funding announcement that follows.

Amendment

The original funding announcement was amended to remove restrictions on eligibility for state colleges and universities and with more explicit instructions regarding the submission of budgets.

Purpose

The purpose of this announcement is to solicit applications for projects that equip law enforcement officers at risk of shootings with rifle-resistant body armor.

Eligible Funding Areas

Funds may be used by law enforcement agencies to equip law enforcement officers with bullet-resistant personal body armor compliant with the National Institute of Justice (NIJ) standard for rifle protection.

Funds Available

It is anticipated that up to \$25 million may be funded under this announcement.

Process

Applicants will respond to this funding announcement by completing an application in eGrants <https://eGrants.gov.texas.gov>.

Budget

There is no minimum or maximum request under this program, however, applicants should consider the overall availability of funds and CJD's goal to provide resources to as many departments as possible. Funds may only be used to obtain body armor, including bulletproof vests, ballistic plates, and plate carriers.

Match

There is no match requirement under this program.

Project Periods

All projects must begin between Jan. 1 and Mar. 1, 2018. A project period may not exceed 12 months.

Organizational Eligibility

Applications may be submitted by the Texas Department of Public Safety, and units of local government and educational institutions that operate law enforcement agencies employing peace officers under Article 2.12, Texas Code of Criminal Procedure, including municipalities, counties, Independent school districts, universities, public and private colleges and universities, federally recognized Native American tribes, community colleges and hospital districts. *With the exception of the Texas Department of Public Safety, applications must be submitted by the entity operating the law enforcement agency, not the agency itself, e.g. the county government, not the sheriff's office.*

Contact Information

If additional information is needed, contact the eGrants help desk at eGrants@gov.texas.gov or (512) 463-1919.

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Rifle-Resistant Body Armor Grant Program

The goal of the Governor's Criminal Justice Division (CJD) is to provide needed funding to improve public safety and support victims of crime by filling system gaps and promoting innovative solutions to common problems. In 2017, in response to the July 7th, 2016, shooting of numerous police officers in Dallas, Texas, the Legislature passed and the Governor signed Senate Bill 12, which created a grant program within the governor's office to increase the safety of Texas' law enforcement officers by assisting agencies in the purchase of rifle-resistant body armor. CJD is now accepting applications for projects under this program.

If you are interested in applying for a grant under this program, follow the four-step process outlined below.

- **Step One - Review the Process:** Get familiar with the funding announcement and the process used for this particular program.
- **Step Two - Consider the Requirements:** Consider the eligibility requirements as well as what will be required of successful applicants.
- **Step Three - Apply in eGrants.** Compile and submit your grant application. To understand how to apply online or to register for the system go to <https://eGrants@gov.texas.gov>.
- **Step Four - Funding Decisions and Grant Acceptance.** Await the funding decision, which is provided through a grant award or other notice from CJD. If you receive an award, complete the acceptance process to access funds.

Step 1: Review the Process

Timeline

Action	Date
Funding Announcement Release	July 7, 2017
Online System Opening Date	July 7, 2017
Final Date to Submit an Application	September 6, 2017 5PM CST
Earliest Start Date	January 1, 2018
Latest Start Date	March 1, 2018

Submission Method

Applicants must submit applications through via eGrants ([eGrants.gov.texas.gov](https://eGrants@gov.texas.gov)) by the deadline above.

Step 2: Consider the Requirements

Organizational Eligibility

Applications may be submitted by the Texas Department of Public Safety, and units of local government and educational institutions that operate law enforcement agencies employing peace officers under Article 2.12, Texas Code of Criminal Procedure, including municipalities, counties, independent school districts, universities, public and private colleges and universities, federally recognized Native American tribes, community colleges and hospital districts. (This announcement has been revised to remove restrictions on state public universities.)

State agencies other than the Texas Department of Public Safety are not authorized under law to apply for funds under this grant program.

With the exception of the Texas Department of Public Safety, applications must be submitted by the entity operating the law enforcement agency, not the agency itself, e.g. the county government, not the sheriff's office.

Funding and Project Period Limits

It is anticipated that up to \$25 million may be funded under this announcement. This amount represents the full level of funding available. (Funds are authorized under Senate Bill 12 and appropriated by the 85th Legislature.) The number and amount of awards will depend upon the reasonableness of costs of individual, eligible applications, and the total volume of applications received.

A project funded may not exceed a one-year grant period.

Match Requirement

There is no match requirement under this program.

Eligible Expenses

Eligible equipment. Grant funds are restricted to obtaining body armor compliant with the National Institute of Justice (NIJ) standard (Ballistic Resistance of Body Armor NIJ Standard-0101.06) type III (rifles) or type IV (armor piercing rifle) body armor, including bullet-resistant vests, ballistic plates, and plate carriers.

Eligible purchase models. Funds may be used for the outright purchase of eligible equipment, or other supply-service or subscription models. However, grant funds are restricted to the one-year project period, and costs for any subscription models or additional extended warranties that extend beyond the project period must be prorated to correspond to the project period.

Eligible officers to equip. Grant funds may only be used to equip peace officers (as defined by Article 2.12, Texas Code of Criminal Procedure) directly employed by a law enforcement agency operated by the applicant. Funds may not be used to equip officers employed by other agencies that are not eligible to apply. CJD may prioritize the equipping of certain types of officers or applicants if the total requested

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funds exceed the funds appropriated by the Legislature. (See "Selection and Fund Allocation Criteria" below under Step 4.) Only one set of body armor (partial or complete) per officer may be purchased.

Equipment purchasing. The Texas Comptroller of Public Accounts' Statewide Procurement Division (SPD) has developed a list of Bullet Proof Vest and Body Armor that local government members may order on Texas SmartBuy (<http://www.txsmartbuy.com/>). Grantees may find more information about available products and get assistance with purchasing equipment on the SB12 Body Armor web page (<http://comptroller.texas.gov/purchasing/contracts/body-armor.php>), or contact SPD for help in evaluating vendor offers against the pricing on statewide contracts.

Because CJD is attempting to equip the maximum number of law enforcement officers in Texas, if the total funding requested by applicants exceeds available funding, applicants with more reasonable and competitive project budgets may receive priority. Not all body armor listed at the Comptroller's website complies with the requirements of this grant program.

Ineligible Costs and Activities

Costs under this grant program are strictly limited to the procurement of eligible body armor. Grant funds may not be used to support services, activities, and costs including but not limited to:

- 1) Salaries or personnel costs, including any portion of the salary of, or any other compensation for an elected or appointed government official;
- 2) Supplanting or use of grant funds to replace any other existing federal, state or local funds;
- 3) Indirect costs;
- 4) Training and/or maintenance costs;
- 5) Travel;
- 6) Any costs ancillary to the purchase of eligible body armor, such as policy development, training costs, staff, or any other item determined ineligible or unreasonable by CJD;
- 7) Any other prohibition imposed by federal, state, or local law.

Reporting Requirements

Financial Report. At the end of each state fiscal quarter during the one-year grant period, grantees will be required to submit a financial status report via eGrants in the format required by CJD.

Progress Report. Grantees will be required to submit a single close-out report via the Public Policy Research Institute at Texas A&M University (<https://ppri.tamu.edu/>) 12 months after their project start date. Close-out reports will be very brief and will principally ask for:

- 1) Number of officers employed by the law enforcement agency;
- 2) Number of officers equipped with NIJ-compliant level III & IV body armor; and
- 3) A brief description of any shooting events in which an officer equipped with body armor purchased with grant funds was struck by gunfire.

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Program-Specific Requirements

Required Agency Policies. As required by Chapter 772.0073, Texas Government Code (as passed in Senate Bill 12), an eligible organization may apply for grant funds only after its law enforcement agency adopts a policy addressing the:

- 1) Deployment and allocation of vests or plates to its officers; and
- 2) Usage of vests or plates by its officers.

CJD requires that the policy on usage of vests or plates include mandatory training on the proper care, fitting, inspection, use, storage, and maintenance of the armor. CJD also requires that the policy specify that body armor may not be left in patrol vehicles when an officer is not on duty to minimize the heat damage to the armor.

In crafting these policies, applicants should be aware that the inspection, storage, and replacement of body armor were identified as potential points of failure in body armor use by the Police Executive Research Forum. See "A Practitioner's Guide To the 2011 National Body Armor Survey of Law Enforcement Officers" for more information.

NIJ Body Armor Standards. Body armor purchased with grant funds must comply with the National Institute of Justice (NIJ) standard (Ballistic Resistance of Body Armor NIJ Standard-0101.06) for type III (rifles) or type IV (armor piercing rifle) body armor, including bullet-resistant vests, ballistic plates, and plate carriers. Grantees are responsible for ensuring that any purchases meet this requirement and must certify compliance at the time of application.

Personally Fitted Vest Requirement. All body armor vests purchased with grant funds must be personally fitted for individual officers, including vests specifically fitted to individual female law enforcement officers. "Personally fitted" does not require armor be individually manufactured based on the measurements of a specific wearer, but rather that it provide the best possible fit and coverage, through a combination of:

- 1) Correctly-sized panels and carrier, determined through appropriate measurement; and
- 2) Properly adjusted straps, harnesses, fasteners, flaps, or other adjustable features.

The American Society for Testing and Materials (ASTM) International has made available the Standard Practice for Body Armor Wearer Measurement and Fitting of Armor (Active Standard ASTM E3003) available at no cost. The Personal Armor Fit Assessment checklist, is excerpted from ASTM E3003.

Grantees are responsible for ensuring that all purchases meet this requirement and must certify compliance at the time of application.

Standard CJD Requirements

CJD Regulations. Grantees must comply with the standards applicable to this funding source cited in the Texas Administrative Code (1 TAC Chapter 3), and all statutes, requirements, and guidelines applicable to this funding.

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Uniform Crime Reports. Eligible applicants operating a law enforcement agency must be current on reporting Part I violent crime data to the Texas Department of Public Safety (DPS) for inclusion in the annual Uniform Crime Report (UCR). To be considered eligible for funding, applicants must have submitted a full twelve months of accurate data to DPS for the most recent calendar year.

Criminal History Reporting. The county (or counties) in which the applicant is located must have a 90% average on both adult and juvenile criminal history dispositions reported to the Texas Department of Public Safety for calendar years 2012 through 2016 as of August 31, 2017

Immigration and Customs Enforcement Requests: An application requirement pertaining to full compliance with Department of Homeland Security detainer requests applies to all municipal or county governments that operate a subdivision or department that detains individuals after arrest for a criminal violation. Full text of this certification can be found on the Narrative tab of each application or at http://gov.texas.gov/cid/dhs_detainerrequest. All applicants must select one of four options in their eGrants application to be considered for funding under this announcement.

Step 3: Apply via eGrants

Basics

To apply to CJD for these grants, you must complete or make sure you have already completed some standard requirements. All of the following are needed to apply within eGrants:

- Applicants must have a DUNS (Data Universal Numbering System) number assigned to its agency (to request a DUNS number, go to <http://fedgov.dnb.com/webform/displayHomePage.do>).
- Applicants must be registered in the federal System for Award Management (SAM) database located at <https://www.sam.gov/> and maintain an active registration throughout the grant period.
- Applicants must have or register for an account in eGrants eGrants@gov.texas.gov.

Profile Tab – Grant Vendor Sub-Tab Direct Deposit Procedures

New Direct Deposit procedures: Applicants must upload the required [Direct Deposit forms](#), [New Payee Identification Form](#), and [W9 Form](#) for each application prior to submission. The eGrants system will not allow an application submission until these forms are attached to the application. These forms are available at <https://egrants.gov.texas.gov/updates.aspx> under the Financial Management Tools section or by clicking on the hyperlinks above.

Narrative Tab – Program-Specific Questions

Applicants must enter the number of officers currently employed by the agency, the number of officers currently equipped with Type III and Type IV body armor, and the number proposed to be equipped under the grant for the following four categories:

- 1) Officers within a tactical response (SWAT-style) unit or specifically assigned tactical response duties;

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- 2) Officers who are engaged in traffic or highway patrol, otherwise regularly detain or stop motor vehicles, are primary responders to calls for assistance from the public, or execute arrest or search warrants for criminal offenses;
- 3) All other officers employed by the agency;
- 4) All other reserve officers.

Narrative Tab – Required Certifications

There are a variety of certifications on the eGrants application that applicants are required to make when submitting their application. Applicants should carefully review these certifications, which are also found in this funding announcement's "Appendix A: Required Certifications".

Narrative Tab – Project Narrative

The eGrants system contains nine narrative boxes, but only one is required for this grant program. Using the headings indicated below in bold type, applicants should use the "Project Abstract" box, to describe:

- 1) **Duties.** The duties of the four categories of officers proposed to be equipped under the project, including how those duties would expose the officers to gunfire that necessitates Type III and Type IV body armor.
- 2) **History.** Any recent history of shootings that demonstrates the need for Type III and Type IV body armor.
- 3) **Non-Tactical Duties.** If the project proposes equipment for reserve officers and/or officers not engaged in tactical response duties, regular patrol, response to calls for assistance, or the execution of warrants related to criminal offenses, why such officers have a need for this level of body armor.
- 4) **Multi-Agency Breakdown.** If the project will equip more than one agency operated by an applicant, how many of each category of officer (tactical response officers; patrol/response/warrant-serving officers; other employed officers; other reserve officers) work in each agency. (For example, if a county's application contains equipment for officers in a constable's office and a sheriff's office, those total should be broken-out here.)

Applicants should enter "n/a" in all other project narrative boxes.

Activities Tab – CJD Purpose Areas

Applicants must estimate the percentage of time officers proposed to be equipped under their project will be specifically assigned to:

- 1) Educational campuses;
- 2) Jails or prisons;
- 3) Juvenile facilities (not regular K-12 or college campuses);
- 4) Victim services facilities;
- 5) General (all other areas)

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Activities Tab – Fund Source Information and Requirements

If the officers to be equipped with grant funds are explicitly assigned to specific educational campuses (K-12 or higher education), the applicant must enter the TOTAL students at ALL campuses that will be served by the project.

Activities Tab – OOG-Defined Project Activity Area

Applicants should assign 100% of their project activity to "Equipment and Technology". For the Description of Activity, "Equipping officers with Type III and Type IV body armor" is sufficient.

Measures Tab

There are no additional measures required for this grant program.

Budget Tab

Applicants must submit a budget line item for each type of item being purchased, including the expected make and model of the item and the quantity of item to be purchased. For example, a budget line item listing a quantity of one and a description reading "12 bullet resistant vests" is incorrect. That budget line item should list a quantity of 12 and a description reading "Bullet resistant vests by [manufacturer] of model [model of vest]".

Applicants receiving awards are not locked-in to the make and model of equipment in their application, but must consult with their grant manager and request a budget adjustment changing the make and model *before* making any purchases. CJD reserves the right to deny a requested change, and any purchases of equipment not listed in the approved budget are not guaranteed to be reimbursed.

Submit.Application and Certify.Application Tabs

After completing the application, submit the application by selecting the "Submit Initial Application" button on the bottom of the Submit.Application tab. (If your application is missing information, a list of errors will appear on the Submit.Application tab.)

After the initial submission, the project officials will receive an email notification. The Authorized Official must then log-in to the application and certify the application by selecting the "Certify Official Application" button at the bottom of the Certify.Application tab (only visible once the application has been initially submitted).

Applications are not complete until the Authorized Official has CERTIFIED the application, and they must do so BEFORE the application deadline.

For support documents and "how-to" videos and other resources, including the Guide to Creating an Application, see the eGrants support page at <https://egrants.gov.texas.gov/updates.aspx>.

Step 4: Review your Funding Decision

Selection and Fund Allocation Criteria

CJD will review applications to understand the overall demand for the program and for significant variations in costs per item. After this review, CJD will determine if all eligible applications can be funded based on funds available, if there are cost-effectiveness benefits to normalizing or setting limits on the range of costs, and if other fair-share cuts may allow for broader distribution and a higher number of projects while still remaining effective.

In the event that the total requested funds exceed available funding, CJD may also prioritize applications for municipal police departments, sheriff's offices, or – within projects – officers engaged in tactical response and regular patrol/response or warrant-execution duties.

Final Decisions – All Projects: The executive director will consider the analysis described above along with other factors and make all final funding decisions. Other factors may include need, cost effectiveness, overall funds availability, CJD or state government priorities and strategies, legislative directives, need, geographic distribution, balance of focuses and approaches, or other relevant factors.

CJD may not fund all applications or may only award part of the amount requested. Per Title 1, Section 3.9 of the Texas Administrative Code, all funding decisions made by the executive director are final and are not subject to appeal. The receipt of an application by CJD does not obligate CJD to fund the grant or to fund it at the amount requested.

Announcements

After CJD makes final funding decisions, each applicant will receive either an unfunded notice, a preliminary decision notification, or a final grant award. The award will provide all of the conditions and requirements of the grant. Release of final grant awards are always contingent on CJD's receipt of the federal grant award under which the program is funded and CJD cannot release or guarantee funding to any applicant until that award is received and acceptance is processed and a determination is made that adequate funding is available. All grantees receiving federal and state funds must comply with the applicable statutes, rules, regulations, and guidelines related to the funding source under which the grant is funded. In instances where both federal and state requirements apply to a grantee, the more restrictive requirements apply.

Appendix: Required Certifications

Applicants must certify that they will comply with the following requirements to the extent that they are applicable. CJD, at its sole discretion, will determine the applicability of requirements:

A. Constitutional Compliance: Applicant assures that it will not engage in any activity that violates Constitutional law including profiling based upon race.

B. Required Agency Policies: Applicant assures that it has adopted policies addressing the deployment and allocation of vests or plates to its officers; and the usage of vests or plates by its officers. CJD requires that the policy on usage of vests or plates include mandatory training on the proper care, fitting, inspection, use, storage, and maintenance of the armor. CJD also requires the policy specify that body armor may not be left in patrol vehicles when an officer is not on duty in order to minimize the heat damage to the armor.

In crafting these policies, applicants should be aware that the inspection, storage, and replacement of body armor were identified as potential points of failure in body armor use by the Police Executive Research Forum. See ["A Practitioner's Guide To the 2011 National Body Armor Survey of Law Enforcement Officers"](#) For more information.

C. NIJ Body Armor Standards. Applicant assures that body armor purchased with grant funds will comply with the National Institute of Justice (NIJ) standard (Ballistic Resistance of Body Armor NIJ Standard-0101.06) for type III (rifles) or type IV (armor piercing rifle) body armor, including bullet-resistant vests, ballistic plates, and plate carriers.

D. Personally Fitted Vest Requirement. Applicant assures that all body armor vests purchased with grant funds will be personally fitted for individual officers, including vests specifically fitted to individual female law enforcement officers. "Personally fitted" does not require armor be individually manufactured based on the measurements of a specific wearer, but rather that it provide the best possible fit and coverage, through a combination of:

- 1) Correctly-sized panels and carrier, determined through appropriate measurement; and
- 2) Properly adjusted straps, harnesses, fasteners, flaps, or other adjustable features.

The American Society for Testing and Materials (ASTM) International has made available the Standard Practice for Body Armor Wearer Measurement and Fitting of Armor (*Active Standard ASTM E3003*) available at no cost. The [Personal Armor Fit Assessment checklist](#), is excerpted from ASTM E3003.

E. Uniform Crime Reports: Eligible applicants operating a law enforcement agency must be current on reporting Part I violent crime data to the Texas Department of Public Safety for inclusion in the annual Uniform Crime Report (UCR) and must have been current for the twelve previous months.

F. Criminal History Reporting: The county (or counties) in which the applicant is located must have a 90% average on both adult and juvenile criminal history dispositions reported to the Texas Department of Public Safety for calendar years 2012 through 2016, as of August 31, 2017.

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G. Immigration and Customs Enforcement Requests: The full text of this certification is found at http://gov.texas.gov/cjd/dhs_detainerrequest. To be in compliance with this requirement, any county or municipal government that includes a department that detains individuals after arrest for a criminal violation must provide a letter signed by the head of each such department certifying to the requirements. This letter may be used for any application submitted to OOG for a period of up to two years from the date it is signed. If the applicant has submitted a letter to CJD in the prior year, that letter meets the requirement of this section. If that period expires during the project period of any grant, the grantee must submit an updated letter for each such grant to remain in compliance with this requirement. All applicants must select one of the following options:

- Applicant is not a county or municipal government.
- Applicant is a county or municipal government and does not include any department that detains individuals after arrest for a criminal violation at any time.
- Applicant is a county or municipal government that includes department(s) that detain individuals after arrest for a criminal violation. Letters certifying compliance and signed by the heads of all such departments have been uploaded to this application.
- Applicant is a county or municipal government that includes department(s) that detain individuals after arrest for a criminal violation. The Authorized Official has read the certification found at http://gov.texas.gov/cjd/dhs_detainerrequest. Further, the Authorized Official will not be submitting signed letters certifying compliance from the heads of all such departments and understands that failure to comply with this certification may result in OOG, at its sole discretion, rejecting this application and any other application from the relevant county or municipal government.

H. Civil Rights Liaison: A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with CJD and with the federal Office of Justice Programs.

Overall Certification: Each applicant agency must certify to the specific requirements detailed above as well as all requirements within the CJD funding announcement and *Criminal Justice Division & Homeland Security Grants Division Grantee Conditions and Responsibilities* document to be eligible for this program.

About CJD

Our mission at the Criminal Justice Division is to direct much needed resources to those who are committed to making Texas a safer place and those who help victims of crime to recover and feel safe again. In carrying out this mission, we are committed to helping our grantees by actively finding ways for them to accomplish their goals and by making sure that we always have our eye to identifying the approaches that work best. We envision positive and beneficial working relationships with our grantees where we provide as much assistance as is needed and where we are always ready with answers, not burdensome restrictions or requirements.

CJD is providing over \$250 million in funding to hundreds of organizations during state fiscal year 2016 for juvenile justice, delinquency prevention, victims services, law enforcement, prosecution, courts, specialty courts, prevention of child sex trafficking, and other types of projects to benefit Texans.

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Access to this How-To Guide (the "Guide") is provided as a courtesy to Texas law enforcement agencies and does not constitute an endorsement, recommendation or approval of First Responder Grants, LLC, or its services by Galls, LLC, ("Galls"). It is intended to provide general information concerning certain grant opportunities. Use of the Guide does not guarantee particular results, including but not limited to, receipt of grant funding. Galls expressly disclaims any representations or warranties about the completeness, accuracy, reliability, or suitability with respect to the Guide or the products and services offered by First Responder Grants, LLC.

State of Texas/Office of the Governor Rifle-Resistant Body Armor Grant Program

Applicant Help Guide

Prepared by

First Responder Grants, LLC

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I. OVERVIEW

- a. Texas has set aside \$25 million dollars in order to allow their law enforcement agencies to purchase NIJ Level III or IV approved body armor for their officers **at highest risk of shootings**. The vests may be either concealable or tactical but they must be rifle-resistant (Level III) or armor piercing ammunition resistant (Level IV) including bullet-resistant vests, ballistic plates, and plate carriers.
- b. There is no matching dollar requirement from the agency it is a 100% grant.

II. APPLICATION REQUIREMENTS

- a. The Texas DPS, and units of local government and educational institutions that operate law enforcement agencies employing peace officers including municipalities, counties, independent school districts, universities, public and private colleges and universities, federally recognized Native American tribes, community colleges and hospital districts may apply for this funding.
- b. **SPECIAL NOTE:** The law enforcement agency itself **cannot** apply for this grant. The government entity operating the law enforcement agency **MUST be the applicant** I.E: County or municipal government.
- c. You must be in compliance with standard Criminal Justice Department requirements. Read the RFP for the grant closely there is a whole section devoted to those requirements and your grant will not be funded if you are not in compliance.
 - i. Grantees must comply with the all standards applicable to this funding source cited in the Texas Administrative Code (1 TAC Chapter 3), and all statutes, requirements, and guidelines applicable to this funding. They are:
 1. **Uniform Crime Reports.** Must be current for last 12 months on reporting Part I violent crime data to the Texas DPS in UCR reporting.
 2. **Criminal History Reporting.** Your county must have a 90% average on both adult/juvenile criminal history dispositions reported to TX DPS from 2012 through 2016 by August 31, 2017.

3. **Immigration and Customs Enforcement Requests:** You must be in full compliance DHS detainer requests applies to all municipal or county governments that operate a subdivision or department that detains individuals after arrest for a criminal violation. Full text of this certification can be found on the Narrative tab of each application or at http://gov.texas.gov/cjd/dhs_detainerrequest . You must select one of four options in the application to be awarded.

III. DEADLINE AND TIMETABLE

- a. September 6, 2017 5pm CST
- b. You won't be able to buy or obtain your funding until either Jan. 1st or March 1st 2018 and the program runs for 12 months.

IV. RESOURCE FOR OFFICIAL INFORMATION

- a. This is an electronic grant submission accessed through eGrants.gov.texas.gov
- b. Be sure to get registered in their system where you have a user id and password.

V. INFORMATION NEEDED FOR APPLICATION

- a. DUNS # (Data Universal Numbering System) be sure all Information is accurate and up-to-date (<http://fedgov.dnb.com/webform/displayHomePage.do>)
- b. SAM.gov registration (www.sam.gov) again all information must match exactly with DUNS
- c. Federal Employer Identification Number (FEIN) also referred to as the State Payee Identification Number
- d. There are new Direct Deposit procedures and you will have to upload Direct Deposit forms, New Payee Identification Form and W9. You can get these forms at <https://egrants.gov.texas.gov/updates.aspx> under the Financial Management Tools section
- e. By Texas Law any applicant must have an SOP concerning deployment, allocation and usage of the vests. It must also discuss mandatory training on the proper care, fitting, inspection, use, storage, and maintenance. The policy must prohibit storage of the vest in a patrol vehicle while off-duty.
- f. There are many certifications you are required to make, look in the RFP under "Appendix A: Required Certifications" to see them.

VI. DETAILS THAT NEED TO BE INCLUDED IN THE APPLICATION

- a. How many officers are employed and how many already have Level III /IV vests and the number proposed to be equipped under the grant for the following four categories:
 - i. Officers specifically assigned to SWAT or Tactical Units;
 - ii. Officers who regularly engage in traffic stops
 - iii. Primary officers who answer calls for assistance or execute arrest/search warrants.
 - iv. All other officers employed by agency;
 - v. All reserve officers.

(Special Note: We recommend that you equip only officers in category 1 and in category 2, only those officers who execute search or arrest warrants. This is to keep your request reasonable and conservative given the limited funding available as explained in Section VII a of this document below.)

- b. There are 9 narrative boxes in the application; you only have to fill out the one named "Project Aspect" box. Enter N/A in all other boxes. You will have to put 4 headings in that box and discuss each of them in this order. They will be:
 - i. **Duties** – Talk about routine daily duties for all categories of officers that you want vests for. You need to explain how and why they would be exposed to rifle or armor-piercing rifle fire.
 - ii. **History**- Talk about all incidents during past 5 years where officers faced gunfire, especially if it was from a rifle. Incidents should be in their primary response area or in mutual aid areas. Don't forget to mention rifles found during active search/arrest warrants or in vehicles if the occupant was arrested even though they did not threaten the officer. Include dates and a brief description of incident.
 - iii. **Non-tactical Duties**- Although we do not recommend trying to equip reserve officers that are not on SWAT or Tactical teams if you decide to go after vests for them be prepared to explain why they need them and justify it with actual incidents. Remember here that "maybe" situations or "might happen" **is NOT** a valid justification. You have to show a bona fide need for them and the best way to justify that is by actual incidents occurring.
 - iv. **Multi-agency Breakdown** – if the applicant has several agencies that will need vests then you need to do a breakdown of the officers and their needs at each agency.
- c. Under the "Activities Tab-CJD Purposes you will need to estimate the actual time that the officers who are given vests will be assigned to school campuses, correctional facilities, juvenile facilities, victim services facilities and all other areas.

VII. THE COMPETITIVE EDGE: TIPS & KEY POINTS TO KEEP IN MIND!

- a. **Listen closely here!!** Texas DPS, municipalities, counties, ISDs, public & private universities and colleges and hospital districts that employ peace officers are *all eligible to apply*. That is huge number of applicants and \$25 million is not going to go very far.

According to statistics there are +60K law enforcement officers in Texas; Dallas, Ft. Worth and Houston have +10K officers alone.

If a Level III or IV ballistic vest costs on average \$700 that means there is only funding for about 35K vests. According to their own posted language, *if the total funding requested by applicants exceeds available funding, **applicants with more reasonable and competitive project budgets may receive priority.***

What that means is to be conservative on how many vests you are asking for. That means you are **NOT** going to be able to get a Level III or IV vest for every member of your department, remember that's what the Bulletproof Vest Partnership grant is designed for, not this program. We strongly recommend that you do NOT try to

equip, reserve/auxiliary law enforcement officers, court bailiffs, civil process servers, traffic enforcement officers etc.

Equip the officers that are MOST LIKELY to encounter or face rifle or armor piercing rifle fire **only**. Be **reasonable and very conservative in your request**. Don't ask for a Cadillac if a VW will do the job! Get what you need but ONLY what you need and justify that need by citing examples of actual incidents YOUR officers have faced. Remember they don't care about National statistics; they want to know what is happening in your backyard. It is always better to get 80% of something than 100% of nothing!

- b. Don't try to write your narrative while logged into the eGrant system. Compose your narrative on a MS-Word document and utilize the power of the word processor to draft, edit and spell/grammar check the narrative statement and then simply copy and paste it into the online application.
- c. The online application has a timer and it can time you out and what you think is being saved is in fact not being saved; copy and paste from a separate MS-Word.doc.
- d. Remember if you have a line item in your budget for body armor you cannot take that money and use it for anything else, that would be supplanting funds and it is not allowed, you will still have to spend that money for body-armor.

VIII. FAQs (Frequently asked questions)

- a. Can I get vests for my tactical paramedics?
 - i. No, not unless they are sworn law enforcement officers of the agency requesting the vests.
- b. Who is considered a peace officer under this grant?
 - i. As defined by Article 2.12, Texas Code of Criminal Procedure
- c. Do I have to buy the vests first and then get reimbursed like the Bulletproof Vest Partnership Grant?
 - i. No, if awarded the funding will be direct deposited to the applicant's bank account.
- d. Is there a list of Bullet Proof Vests and Body Armor we can purchase?
 - i. Yes; SB12 Body Armor web page (<http://comptroller.texas.gov/purchasing/contracts/body-armor.php>)
 - ii. Not all body armor listed there is eligible it must be type III or IV.
- e. What things are ineligible to be funded?
 - i. Salaries or personnel costs
 - ii. Indirect costs;
 - iii. Training and/or maintenance costs;
 - iv. Travel;
 - v. Any costs other than to purchase of eligible body armor
- f. What reporting requirements are there?
 - i. Quarterly Financial Report
 - ii. Progress Report 12 months after their project start date which will ask:
 - 1. Total officers in the agency
 - 2. How many officers were supplied vests.

3. A brief description of any incident where your officer was struck by gunfire while wearing a vest paid for with these grant funds.
- g. Is there a requirement for personal fitting of vests?
 - i. Yes. All vests must be personally fitted to officers. "Personally fitted" means: Best possible fit and coverage by:
 1. Correctly-sized panels and carrier, determined through appropriate measurement; and
 2. Properly adjusted straps, harnesses, fasteners, flaps, or other adjustable features.
 - h. What about SROs at school campuses?
 - i. They are eligible for K-12. If requesting vests for same you have to relate the total number of students on campuses served.
 - ii.
 - i. What is the correct way to list the budget entries?
 - i. That budget line item should list the quantity of vests required and a description. As an example, if you needed twelve vests it should read: "12- Bullet resistant vests by [manufacturer] of model [model of vest]".
 - ii. Applicants receiving awards are not locked-in to the make and model of equipment in their application
 - j. Are there any help videos or resources for this grant?
 - i. Yes. see the eGrants support page at <https://egrants.gov.texas.gov/updates.aspx>

Additional assistance is available (fee based) through First Responder Grants, LLC. Please feel free to contact them at www.FirstResponderGrants.com or 540-230-8440.