



Office of the Governor, Public Safety Office  
Criminal Justice Division

Funding Announcement: ***Texas Conversion  
to the National Incident-Based Reporting  
System (NIBRS) Program, FY2020***

### Purpose

The purpose of this announcement is to solicit applications for projects that enable local law enforcement agencies to upgrade their technology infrastructure to allow for and support the submission of data to the Uniform Crime Reporting (UCR) National Incident Based System (NIBRS).

### Available Funding

State funds for these projects are authorized under the Texas General Appropriations Act, Article I, Rider 27 for Trusteed Programs within the Office of the Governor. All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.

### Eligible Organizations

Applications may be submitted by units of local governments or other entities operating law enforcement agencies that collect crime data for submission to DPS.

Agencies that are eligible to receive, or have applied to receive, funding through the BJS NCS-X project will also receive consideration for state funding; however, applications from these agencies will be evaluated based on their overall need, response to the solicitation, and availability of funding.

Organizations that received funding under the previous NIBRS announcement are not eligible for grants under this announcement.

Organizations that perform records management or reporting services for other jurisdictions are eligible to apply for costs associated with upgrading those services to allow the reporting of NIBRS data.

### Application Process

Applicants must access the PSO's eGrants grant management website at <https://eGrants.gov.texas.gov> to register and apply for funding. For more instructions and information, see *Developing a Good Project Narrative Guide*, available [here](#).

### Key Dates

Action	Date
Funding Announcement Release	12/21/2018
Online System Opening Date	12/21/2018
Final Date to Submit and Certify an Application	02/28/2019 at 5:00pm CST
Earliest Project Start Date	09/01/2019

## Project Period

Projects must begin on or after 09/01/2019 and may not exceed a 12 month project period.

## Funding Levels

Minimum: \$5,000

Maximum: None

Match Requirement: None

## Standards

Grantees must comply with standards applicable to this fund source cited in the State Uniform Grant Management Standards ([UGMS](#)), [Federal Uniform Grant Guidance](#), and all statutes, requirements, and guidelines applicable to this funding.

## Eligible Activities and Costs

Funds may be used for upgrading technology infrastructure to implement incident based reporting. Technology infrastructure purchased using grant funds shall be compatible with the National Incident Based Reporting System and the Texas Incident Based Reporting System.

## Program-Specific Requirements

Funds must be used for solutions that upgrade the agency's technology infrastructure to allow for and support incident-based reporting to the Department of Public Safety (DPS) as well as maximize the automation of the data submission.

1. Technology purchases must employ national data standards for NIBRS data submissions. N-DEX and NIBRS data may be submitted to DPS in the N-DEX Information Exchange Packet Documentation (IEPD) format or via a flat file submission in order to participate in the NIBRS program. Submission of data via the N-DEX IEPD is preferred, as it ensures a single submission not only to the state's UCR system but also to the DPS Texas Data Exchange program, and eventually to the FBI's National Data Exchange.
2. Agencies must obtain a written certification from a vendor prior to purchase and implementation of the system that their product can and will comply with all technical and submission standards and requirements identified in this funding announcement.
3. Agencies must only utilize systems that adhere to the NIBRS and TIBRS data specification guides for proper formatting included in the following links:
  - a. 2019 NIBRS Technical Specification ([https://ucr.fbi.gov/nibrs\\_technical\\_specification.pdf](https://ucr.fbi.gov/nibrs_technical_specification.pdf))
  - b. 2019 NIBRS XML IEPD (Version 1.0) (zip file) (<https://ucr.fbi.gov/nibrs-xml-iepd>) (zip)
  - c. Cargo Theft Technical Specification (pdf) ([https://ucr.fbi.gov/cargo\\_theft\\_technical\\_specification\\_version\\_2.0\\_final\\_05-25-2012.pdf](https://ucr.fbi.gov/cargo_theft_technical_specification_version_2.0_final_05-25-2012.pdf))

- d. Conversion of National Incident-Based Reporting System (NIBRS) Data to Cargo Theft Data (pdf) (<https://ucr.fbi.gov/conversion-of-nibrs-data-to-cargo-theft-data.pdf>)
  - e. Conversion of National Incident-Based Reporting System (NIBRS) Data to Hate Crime Data (pdf) (<https://ucr.fbi.gov/conversion-of-nibrs-data-to-hate-crime-data.pdf>)
  - f. Hate Crime Technical Specification (pdf) (<https://ucr.fbi.gov/hate-crime-technical-specification-version-1.1-pdf>)
  - g. Texas Segment 8 (Texas-centric) Technical Specification (<https://www.dps.texas.gov/ucr/documents/segment8.pdf>)
4. As changes, such as, but not limited to, new data elements and/or changes within the data formats are announced, agencies must perform these changes quickly, in order to, keep systems up to date. Data edits must be performed within the local agency application prior to the submission to DPS to ensure that data is submitted error free.
  5. System implementation funded by these grants must support reporting to DPS no less than monthly, but with a goal of near real-time reporting of data.
  6. Systems must also have the capability to flag records that are subject to a court ordered expunction to ensure an automated removal of the record from the T-DEX and N-DEX systems.

## Eligibility Requirements

1. Entities receiving funds from CJD must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public Safety (DPS) as directed in the Texas Code of Criminal Procedure, Chapter 60. The disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.
2. 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.
3. The Texas Department of Public Safety (DPS) has established a goal set by the Texas Legislature for all local law enforcement agencies to implement and report crime statistics data by using the requirements of the National Incident-Based Reporting System (NIBRS) no later than September 1, 2019. Additionally, the Federal Bureau of Investigations (FBI) will collect required crime statistics solely through the NIBRS starting January 1, 2021. Due to these upcoming state and federal deadlines, grantees are advised that eligibility for future grant funding may be tied to compliance with NIBRS. Financial grant assistance for transitioning to NIBRS may be available for your jurisdiction from the Criminal Justice Division (CJD).
4. Local units of government, including cities, counties and other general purpose political subdivisions, as appropriate, and institutions of higher education that operate a law enforcement agency, must comply with all aspects of the programs and procedures utilized by the U.S.

Department of Homeland Security (“DHS”) to: (1) notify DHS of all information requested by DHS related to illegal aliens in Agency’s custody; and (2) detain such illegal aliens in accordance with requests by DHS. Additionally, counties and municipalities may NOT have in effect, purport to have in effect, or make themselves subject to or bound by, any law, rule, policy, or practice (written or unwritten) that would: (1) require or authorize the public disclosure of federal law enforcement information in order to conceal, harbor, or shield from detection fugitives from justice or aliens illegally in the United States; or (2) impede federal officers from exercising authority under 8 U.S.C. § 1226(a), § 1226(c), § 1231(a), § 1357(a), § 1366(1), or § 1366(3). Lastly, eligible applicants must comply with all provisions, policies, and penalties found in Chapter 752, Subchapter C of the Texas Government Code.

Each local unit of government, and institution of higher education that operates a law enforcement agency, must download, complete and then upload into eGrants the [CEO/Law Enforcement Certifications and Assurances Form](#) certifying compliance with federal and state immigration enforcement requirements. This Form is required for each application submitted to OOG and is active until August 31, 2021 or the end of the grant period, whichever is later.

5. Eligible applicants must have a DUNS (Data Universal Numbering System) number assigned to its agency (to request a DUNS number, go to <https://fedgov.dnb.com/webform>).
6. Eligible applicants must be registered in the federal System for Award Management (SAM) database located at <https://sam.gov/>.

Failure to comply with program eligibility requirements may cause funds to be withheld and/or suspension or termination of grant funds.

## Prohibitions

Grant funds may not be used to support the unallowable costs listed in the [Guide to Grants](#) or any of the following unallowable costs:

1. Construction, renovation, or remodeling;
2. Medical services;
3. Law enforcement equipment that is standard department issue;
4. Transportation, lodging, per diem or any related costs for participants, when grant funds are used to develop and conduct training;
5. General incident-based reporting training (contact should be made with the Texas Department of Public Safety for inquiries related to additional funding opportunities for NIBRS related training);
6. Equipment for government agencies that are for general agency use that is not in direct support of transmitting NIBRS (or TTIC, for border region agencies) information from an agency database to DPS;
7. Purchase of vehicles and other vehicle related equipment, i.e. computers, that could be used for the data entry of crime information;
8. Salaries;
9. Indirect costs; and

10. Any other prohibition imposed by federal, state or local law or regulation.

## Selection Process

**Application Screening:** CJD will screen all applications to ensure that they meet the requirements included in the funding announcement.

**Merit Review:** Applications that meet those requirements will move forward to the merit review phase during which a panel of experts from DPS will review those applications for quality and rank by priority.

**Final Decisions:** The executive director will consider rankings along with other factors and make all final funding decisions. Other factors may include 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. In the event that funding requests exceed available funds, CJD may revise projects to address a more limited focus.

## Contact Information

For more information, contact the eGrants help desk at [eGrants@gov.texas.gov](mailto:eGrants@gov.texas.gov) or (512) 463-1919.