

COUNTY of HIDALGO



EDINBURG, TEXAS 78539

HIDALGO COUNTY AUDITOR'S OFFICE
Hidalgo County Administration Building
2808 South Business Highway 281
Edinburg, Texas 78539-6243
PHONE: (956) 318-2511
FAX: (956) 318-2577
WEBSITE: www.co.hidalgo.tx.us/auditor

December 21, 2021

The Honorable Richard Cortez, Hidalgo County Judge
The Honorable David Fuentes, Commissioner, Precinct No. 1
The Honorable Eduardo "Eddie" Cantu, Commissioner, Precinct No. 2
The Honorable Everardo "Ever" Villarreal, Commissioner, Precinct No. 3
The Honorable Ellie Torres, Commissioner, Precinct No. 4

RE: Certification of Revenue

Dear Judge and Commissioners:

Pursuant to Local Government Code § 111.0706 SPECIAL BUDGET FOR GRANT OR AID MONEY:

The county auditor shall certify to the commissioners' court the receipt of all public or private grant or aid money that is available for disbursement in a fiscal year but not included in the budget for that fiscal year. On certification, the court shall adopt a special budget for the limited purpose of spending the grant or aid money for its intended purpose.

I, Maria Arcilia Duran, County Auditor of Hidalgo County, certify to the Hidalgo County Commissioners Court the receipt of an award from the Department of Justice. These funds may now be made available by creating a new special budget or amending a current budget for its intended purposes.

AMOUNT
\$ 714,908.00

PURPOSE
Award No. 15PBJA-21-GG-02794-SMTP
Hidalgo County Virtual Supervision Caseload

CERTIFIED BY:

Maria A. Duran
Maria Arcilia Duran, CPA

01/05/2022
Date

HIDALGO COUNTY DISTRICT JUDGES

LUIS M. SINGLETERRY JUDGE, 92nd D.C. FERNANDO MANCIAS JUDGE, 93rd D.C. J. R. "BOBBY" FLORES JUDGE, 139th D.C. ROSE GUERRA REYNA JUDGE, 206th D.C. MARLA CUELLAR JUDGE, 275th D.C. MARIO E. RAMIREZ, JR. JUDGE, 332nd D.C. NOE GONZALEZ JUDGE, 376th D.C. OVERSEER LETICIA LOPEZ JUDGE, 389th D.C. L. KENO VASQUEZ JUDGE, 388th D.C. ISRAEL RAMON, JR. JUDGE, 430th D.C. RENEE R. BETANCOURT JUDGE, 449th D.C. JOSE "JOE" RAMIREZ JUDGE, 464th D.C.

CC REGULAR AGENDA REGULAR MTG

Meeting Date: 12/28/2021

Submitted For: Maria Castilleja, ADULT PROBATION

Submitted By: Maria Castilleja, ADULT PROBATION

Department: ADULT PROBATION

CAPTION

Adult Probation - FY 2022 Hidalgo Co. Virtual Supervision Caseload Grant (1289):

1. Approval to accept the grant award from the Department of Justice for the FY 2022 Hidalgo County Virtual Supervision Caseload grant in the amount of \$714,908 for the grant period of 10/01/2021 - 09/30/2024.
2. Approval of certification of revenues by the County Auditor's office for the Hidalgo County Virtual Supervision Caseload grant in the amount of \$714,908.00 and appropriation of same.

BACKGROUND

AI-80120, CC 3-3-2021, Approval to apply for grant and grant resolution

Fiscal Impact

CALENDAR YEAR: 2021

ACCT. #: 1-1289-423-00-320-053-2-XXX

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Appropriation of funds for the Adult Probation- FY 2022 Hidalgo Co. Virtual Supervision Caseload grant in the amount of \$714,908.00 (10.1.2021 to 9.30.2024), pending COR by Co. Auditor. No county cash match required.

Revenue acct #1-1289-331-11-320-053-2-000 HC VIRTUAL SUPERVISION
CASELOAD-REVENUES

Attachments

- HC Virtual Supervision Caseload award
- HC Virtual Supervision Caseload budget summary
- request to certify revenues
- appropriation-revised

Form Review

Inbox	Reviewed By	Date
Budget & Management	Veronica Ortiz	12/20/2021 04:16 PM
Ivan Cantu	Ivan Cantu	12/21/2021 03:06 PM
Final Approval		
Form Started By: Maria Castilleja		Started On: 12/20/2021 03:11 PM

From: Rosario Ramirez-Castilleja
To: Rossana Schettino
Subject: RE: FW: FW: DOJ Justice Grants System - Award Number 15PBJA-21-GG-02794-SMTP Notification
Date: Monday, December 20, 2021 3:23:00 PM
Attachments: image001.png

Can you please certify the revenues for the HC Virtual Supervision Caseload grant? See agenda item 83944 for 12/28/21.

Rosario Ramirez-Castilleja
Hidalgo County CSCD
Budget/Fiscal Director
P.O. Box 970
Edinburg, TX 78540
956.587.6009
Fax: 956.318.2488

From: Rosario Ramirez-Castilleja
Sent: Monday, December 20, 2021 3:08 PM
To: 'Rossana Schettino' <rossana.schettino@auditor.co.hidalgo.tx.us>
Subject: RE: FW: FW: DOJ Justice Grants System - Award Number 15PBJA-21-GG-02794-SMTP Notification

Please see the attached appropriation and budget summary. Along with the request for applications.

Rosario Ramirez-Castilleja
Hidalgo County CSCD
Budget/Fiscal Director
P.O. Box 970
Edinburg, TX 78540
956.587.6009
Fax: 956.318.2488

From: Rossana Schettino <rossana.schettino@auditor.co.hidalgo.tx.us>
Sent: Friday, December 17, 2021 11:31 AM
To: Rosario Ramirez-Castilleja <rosario.castilleja@hidalgocountycscd.org>
Subject: Re: FW: FW: DOJ Justice Grants System - Award Number 15PBJA-21-GG-02794-SMTP Notification

The next program will be program 053

Rossana Schettino
Grant Accountant III
Hidalgo County Auditor's Office
2808 S. Business Hwy. 281
Edinburg, TX 78539
email: rossana.schettino@auditor.co.hidalgo.tx.us
phone: (956) 318-2511 ext. 4673
fax: (956) 318-2577

On Fri, Dec 17, 2021 at 11:04 AM Rosario Ramirez-Castilleja <rosario.castilleja@hidalgocountycscd.org> wrote:

Can you tell me what program number will be assigned to this grant so that I can place the appropriation on

commissioner's court?

Rosario Ramirez-Castilleja
Hidalgo County C.SCD
Budget/Fiscal Director
P.O. Box 970
Edinburg, TX 78540
956.587.6009
Fax: 956.318.2488

From: Sandra de Leon <sandra.deleon@co.hidalgo.tx.us>
Sent: Friday, December 17, 2021 10:28 AM
To: Rosario Ramirez-Castilleja <rosario.castilleja@hidalgocountycscd.org>
Cc: Josefina Gonzalez <josefina.gonzalez@co.hidalgo.tx.us>; Faustino Lopez <faustino.lopez@hidalgocountycscd.org>
Subject: Re: FW: DOJ Justice Grants System - Award Number 15PBJA-21-GG-02794-SMTP Notification

Good morning Ms. Rosario,

Attached is the notice of award our office received from Senator Cornyn's office. Let me know if the attached is what you need for the agenda item. Thanks

Sandra C. De Leon, Executive Assistant III
Office of County Judge Richard F. Cortez
100 East Cano, Suite 201
Edinburg, Texas 78539
956-318-2600 ext. 5029
956-318-2699 Fax



On Fri, Dec 17, 2021 at 10:05 AM Rosario Ramirez-Castilleja <rosario.castilleja@hidalgocountycscd.org> wrote:

Good morning,
Can you please provide the grant award statement for the grant listed above so that I can place the item on commissioner's court for approval to accept the grant? Thank you for your help.

Rosario Ramirez-Castilleja
Hidalgo County C.SCD
Budget/Fiscal Director
P.O. Box 970
Edinburg, TX 78540
956.587.6009
Fax: 956.318.2488

From: Ivan Cantu <ivan.cantu@co.hidalgo.tx.us>
Sent: Monday, December 6, 2021 10:07 AM

To: cruz, sergio <sergio.cruz@co.hidalgo.tx.us>
Cc: Rosario Ramirez-Castilleja <rosario.castilleja@hidalgocountycscd.org>; guerra, valde <valde.guerra@co.hidalgo.tx.us>; ramos, patricia <patricia.ramos@co.hidalgo.tx.us>
Subject: Fwd: DOJ Justice Grants System - Award Number 15PBJA-21-GG-02794-SMTP Notification

Good morning Sergio:

This grant is a new Adult Probation grant called "Smart Probation: Innovations in Supervision Initiative". The approval to apply was granted by CC on 3.30.2021 under agenda item #80120. I am forwarding this information to Rosario Castilleja. A separate agenda item needs to be initiated by the originating department in order to accept the award.

Thank you.



----- Forwarded message -----

From: Sergio Cruz <sergio.cruz@co.hidalgo.tx.us>
Date: Mon, Dec 6, 2021 at 10:00 AM
Subject: Fwd: DOJ Justice Grants System - Award Number 15PBJA-21-GG-02794-SMTP Notification
To: cantu, ivan <ivan.cantu@co.hidalgo.tx.us>, ramos, patricia <patricia.ramos@co.hidalgo.tx.us>

Good morning,

Is this a Juvenile Probation or Adult Probation grant?

Regards,
Sergio

----- Forwarded message -----

From: Valde Guerra <valde.guerra@co.hidalgo.tx.us>
Date: Fri, Dec 3, 2021 at 6:18 PM
Subject: Re: DOJ Justice Grants System - Award Number 15PBJA-21-GG-02794-SMTP Notification
To: cruz, sergio <sergio.cruz@co.hidalgo.tx.us>
CC: Cortez, Richard <richard.cortez@co.hidalgo.tx.us>

Mr. Cruz:

Please confirm and advise accordingly.

Respectfully,

Valde Guerra
CEO

On Fri, Dec 3, 2021 at 8:01 PM Default <do-not-reply@ojp.usdoj.gov> wrote:



JUSTgrants

JUSTICE GRANTS SYSTEM

Congratulations! Application GRANT13370266 submitted under the 2021 BJA FY 21 Smart Probation: Innovations in Supervision Initiative has been selected for an award. Please log into Justice Grants System (JustGrants) at <https://justgrants.usdoj.gov> to see award details.

For assistance logging into JustGrants, contact JustGrants.Support@usdoj.gov or 833-872-5175.

Prior to the Authorized Representative accepting the award, the Entity Administrator needs to assign a Financial Manager (responsible for submitting the Federal Financial Form), a Grant Award Administrator (responsible for submitting Grant Award Modifications, Performance Reports and Closeouts) and an Alternate Grant Award Administrator (responsible for submitting Grant Award Modifications) to the award.

To be eligible for payment, follow the Automated Standard Application for Payments (ASAP) recipient enrollment and login guidance at the JustGrants Website www.justicegrants.usdoj.gov. Please do not reply to this message. You can contact your grant manager Tracey Willis at 202-305-1766 and Tracey.Willis@ojp.usdoj.gov

For more information go to www.justicegrants.usdoj.gov
JustGrants is operated under the U.S. Department of Justice

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Sergio Cruz, Budget Officer
County of Hidalgo, Texas

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Department of Justice (DOJ)

Office of Justice Programs

Office of Communications

Washington, D.C. 20531

GRANT NOTIFICATION		Grant Number: 15PBJA-21-GG-02794-SMTP ✓
Name & Address of Recipient:	HIDALGO, COUNTY OF 2818 SOUTH BUSINESS HIGHWAY 281	
City, State & ZIP:	EDINBURG, TX 78539	
Recipient Project Director/Contact:	VALDE GUERRA	
Phone:	(956) 292-7025	
Title of Program:	BJA FY 21 Smart Probation: Innovations in Supervision Initiative	
Title of Project:	Hidalgo County Virtual Supervision Caseload ✓	
Amount of Award:	\$ 714,908	Date of Award: 12/03/2021
Awarding Agency:	Bureau of Justice Assistance Tracey Willis	
Supplement:	No	
Statutory Authority for Program:	Consolidated Appropriations Act, 2021, Public Law 116-260, 134 Stat 1182, 1259	
Impact/Focus:	Competitive Discretionary	CFDA Number: 16.812
Project Description: Hidalgo County Virtual Supervision Caseload (VSC) Project Abstract The objective of this project is to integrate innovative technology into supervision protocols to support probationer success through reduced burdens of supervision, facilitate reallocation of resources to allow officers to focus on higher risk clients and decrease the negative impacts of reduced staffing. To achieve this goal, Hidalgo County Community Supervision and Corrections Department (HCCSCD) will implement a Virtual Supervision Caseload (VSC), which will move all individuals assessed as low risk to a fully virtual caseload via the Reconnect Community mobile application. These individuals will have access to a range of features designed to assist them during supervision, including the ability to message with their officer, video chat, calendars, mobile check-ins, reminders for important events, and a progress tracker to support completion of key supervision and case management goals. Use of the mobile application is designed to increase communication between officers and probationers and the ability of the officer to provide support, while decreasing the burdens associated with traditional supervision (e.g., transportation). As part of this demonstration project, the Reconnect Community mobile application will be tailored to fit the needs of the HCCSCD and officers assigned to the VSC will be trained on application use. To examine whether the VSC will promote positive outcomes (e.g., treatment attendance) and reduce negative outcomes (e.g., failure to appear, technical violation, rearrest, and revocations), a randomized controlled experiment will be conducted with approximately 900 probationers. Throughout this process, surveys and interviews will capture officer and probationer attitudes, perceptions, and experiences regarding use of the mobile application and the virtual supervision process. These data will inform ongoing quality improvement processes to reduce barriers to successful implementation and positive outcomes. If positive outcomes are identified, HCCSCD will expand use of the Reconnect Community mobile application allowing for full virtual supervision of all individuals assessed at the lowest risk for recidivism. HCCSCD will also use project results to inform expansion of mobile		



Department of Justice (DOJ)

Office of Justice Programs

Office of Communications

Washington, D.C. 20531

application use to other risk groups, further streamlining the work of officers, improving communications between officers and probationers, and reducing the burdens of in-person meetings. HCCSCD hopes to increase its capacity to effectively supervise clients with fewer staff, without sacrificing the ability to adhere to evidence-based practices and provide appropriate treatment and services. Results from this study will be used to inform other jurisdictions regarding the potential of a mobile application to improve resource allocation while removing barriers to effective supervision for both clients and officers.

For more information about this award, please contact the OJP Office of Communications at 202-307-0703 or OJP.OCOM@ojp.usdoj.gov.



JUSTgrants

JUSTICE GRANTS SYSTEM

Congratulations! Application GRANT13370266 submitted under the 2021 BJA FY 21 Smart Probation: Innovations in Supervision Initiative has been selected for an award. Please log into Justice Grants System (JustGrants) at <https://justgrants.usdoj.gov> to see award details.

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To be eligible for payment, follow the Automated Standard Application for Payments (ASAP) recipient enrollment and login guidance at the JustGrants Website www.justicegrants.usdoj.gov. Please do not reply to this message. You can contact your grant manager Tracey Willis at 202-305-1766 and Tracey.Willis@ojp.usdoj.gov.

For more information go to www.justicegrants.usdoj.gov
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Budget Summary

Budget Summary

Note: Any errors detected on this page should be fixed on the corresponding Budget Detail tab.

Budget Category	Year 1		Year 2 (if needed)		Year 3 (if needed)		Year 4 (if needed)		Year 5 (if needed)		Total(s)
	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	
A. Personnel	\$62,976	\$0	\$80,628	\$0	\$80,628	\$0	\$0	\$0	\$0	\$0	\$224,232
B. Fringe Benefits	\$25,192	\$0	\$32,252	\$0	\$32,252	\$0	\$0	\$0	\$0	\$0	\$89,696
C. Travel	\$1,067	\$0	\$1,067	\$0	\$1,067	\$0	\$0	\$0	\$0	\$0	\$3,201
D. Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
E. Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
F. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
G. Subawards (Subgrants)	\$48,075	\$0	\$49,403	\$0	\$47,301	\$0	\$0	\$0	\$0	\$0	\$144,779
H. Procurement Contracts	\$58,600	\$0	\$97,200	\$0	\$97,200	\$0	\$0	\$0	\$0	\$0	\$253,000
I. Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Direct Costs	\$195,910	\$0	\$260,550	\$0	\$258,448	\$0	\$0	\$0	\$0	\$0	\$714,908
J. Indirect Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Costs	\$195,910	\$0	\$260,550	\$0	\$258,448	\$0	\$0	\$0	\$0	\$0	\$714,908
Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? -Y/N											
											No

U.S. Department of Justice
Office of Justice Programs
Bureau of Justice Assistance



BJA FY 21 Smart Probation: Innovations in Supervision Initiative

Assistance Listing Number #	16.812
Grants.gov Opportunity Number:	O-BJA-2021-58004
Solicitation Release Date:	January 14, 2021 4:30 PM
Version:	2
Grants.gov Deadline:	April 13, 2021 11:59 PM
Application JustGrants Deadline:	April 27, 2021 11:59 PM

Overview

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA) is seeking applications for funding state, local, and tribal community corrections agencies to improve supervision capacity to prevent recidivism and reduce crime in their jurisdictions. This program furthers the Department's mission by reducing recidivism and building a comprehensive violent crime reduction strategy.

This solicitation incorporates the OJP Grant Application Resource Guide by reference. The OJP Grant Application Resource Guide provides guidance to applicants on how to prepare and submit applications for funding to OJP. **If this solicitation expressly modifies any provision in the OJP Grant Application Resource Guide, the applicant is to follow the guidelines in this solicitation as to that provision.**

Solicitation Categories

This solicitation does not include Solicitation Categories.

Eligible Applicants:

City or township governments, County governments, Native American tribal governments (Federally recognized), State governments, Other

Other

For purposes of this solicitation, "state" means any state of the United States, the District of

Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands.

To advance Executive Order 13929 Safe Policing for Safe Communities, the Attorney General determined that all state, local, and university or college law enforcement agencies must be certified by an approved independent credentialing body or have started the certification process to be eligible for FY 2021 DOJ discretionary grant funding. To become certified, the law enforcement agency must meet two mandatory conditions: (1) the agency's use of force policies adhere to all applicable federal, state, and local laws; and (2) the agency's use of force policies prohibit chokeholds except in situations where use of deadly force is allowed by law. The certification requirement also applies to law enforcement agencies receiving DOJ discretionary grant funding through a subaward. For detailed information on this new certification requirement, please visit <https://cops.usdoj.gov/SafePolicingEO> to access the Standards for Certification on Safe Policing for Safe Communities, Implementation Fact Sheet, and List of Designated Independent Credentialing Bodies.

All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.

BJA will consider applications under which two or more entities would carry out the federal award; however, only one entity may be the applicant. Any others must be proposed as subrecipients (subgrantees). For additional information on subawards, see the [OJP Grant Application Resource Guide](#).

BJA may elect to fund applications submitted under this FY 2021 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and on the availability of appropriations.

Contact Information

For technical assistance with submitting the **SF-424 and SF- LLL** in Grants.gov, contact the Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, at [Grants.gov customer support webpage](#), or email at support@grants.gov. The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.

For technical assistance with submitting the **full application** in DOJ's Justice Grants System (JustGrants), contact the JustGrants Service Desk at JustGrants.Support@usdoj.gov or at 833-872-5175. The JustGrants Service Desk operates 5 a.m. to 9 p.m. EST Monday - Friday and 9 a.m. to 5 p.m. Saturday, Sunday, and federal holidays.

An applicant that experiences unforeseen Grants.gov or JustGrants technical issues beyond its control that prevent it from submitting its application by the deadline must email the National Criminal Justice Reference Service Response Center (Response Center) at grants@ncjrs.gov **within 24 hours after the application deadline** to request approval to submit its application after the deadline.

For assistance with any other requirements of this solicitation, contact the Response Center by telephone at 800-851-3420 or TTY: 301-240-6310 (hearing impaired only) or by email at grants@ncjrs.gov. Response Center hours of operation are 10 a.m. to 6 p.m. eastern time Monday through Friday, and 10 a.m. to 8 p.m. eastern time on the solicitation close date.

Submission Information

In FY 2021, applications will be submitted to DOJ in a **NEW** two-step process.

Step 1: Applicants will submit an **SF-424 and an SF-LLL** in Grants.gov at <https://www.grants.gov/web/grants/register.html>. To register in Grants.gov, applicants will need to obtain a Data Universal Numbering System (DUNS) and System for Award Management (SAM) registration or renewal.

Step 2: Applicants will submit the **full application** including attachments in JustGrants at [JustGrants.usdoj.gov](https://www.justgrants.usdoj.gov).

To be considered timely, the full application must be submitted in JustGrants by the JustGrants application deadline.

OJP encourages applicants to review the "How to Apply" section in the [OJP Grant Application Resource Guide](#).

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Program Description

Overview

The Smart Probation: Innovations in Supervision Initiative (ISI) provides opportunities for community corrections agencies to improve supervision outcomes for individuals they supervise.

Statutory Authority

34 U.S.C 10631

Specific Information

The purpose of this program is to provide state, tribal, and local community corrections agencies with information, resources, and training and technical assistance (TTA) on ways to improve supervision capacity and partnerships with other justice agencies to prevent recidivism and reduce crime in their jurisdictions.

Goals, Objectives, Deliverables, and Timeline

BJA will select entities to pursue the following goal, objectives, and deliverables

Goals

The goal of the FY 2021 Smart Probation: Innovations in Supervision Initiative is to develop, implement, and/or test strategies to improve the capacity and effectiveness of probation and parole agencies to increase probation and parole success rates and reduce the rate of recidivism for those under supervision. Such efforts would reduce crime, victimization, and admissions to prisons and jails, and save taxpayer dollars.

Objectives

- Reduce recidivism and violent crime, in particular.
- Align community corrections agency practices with best and evidence-based practices to improve probationer/parolee outcomes on supervision:
 - Focus resources on individuals at high risk of recidivating and at higher risk of committing violence, including using normed and validated risk assessments to inform case management decisions.
 - Implement effective community supervision practices, including incorporating incentives and sanctions into the supervision process to encourage positive behavior changes.
 - Implement continuous quality improvement plans that measure outcomes and promote accountability.
- Develop, implement, and test innovative tools to predict violent recidivism and/or share

information with criminal justice partners.

- Promote and increase collaboration among agencies and officials who work in probation, parole, pretrial, law enforcement, treatment, reentry, and related community corrections fields.

Deliverables

- An action plan, including a logic model where the objectives and activities are connected to the problem the applicant seeks to address.
- Final report

The Goals, Objectives, and Deliverables are directly related to the performance measures that demonstrate the results of the work completed, as discussed under Application and Submission Information.

Strategic Support and Assistance to Grantees Selected under this Solicitation

BJA will provide a training and technical assistance coach at no cost to the grantees awarded under this solicitation to provide strategic support and assistance during the life of this grant. The TTA coach will also work with grantees to leverage resources available through the [National Reentry Resource Center \(NRRRC\)](#). The NRRRC serves as a clearinghouse for current information related to reentry and intersecting topics.

Award Special Condition – Withholding of Funds Pending ISI Action Plan

Once awarded, each grant award will have in place a special condition withholding all but \$250,000 and designating that the grantee finalize an Action Plan within 180 days of receiving final approval of the project's budget from OJP's Office of the Chief Financial Officer. The recipient will not be authorized to obligate, expend, or draw down funds in excess of \$250,000 until BJA has reviewed and approved the Action Plan and a Grant Adjustment Modification has been issued and approved to remove the special condition.

Evidence-Based Programs or Practices

OJP strongly emphasizes the use of data and evidence in policymaking and program development in criminal justice, juvenile justice, and crime victim services. For additional information and resources on evidence-based programs or practices, see the [OJP Grant Application Resource Guide](#).

Information Regarding Potential Evaluation of Programs and Activities

OJP may conduct or support an evaluation of the programs and activities funded under this solicitation. For additional information, see the [OJP Grant Application Resource Guide](#) section entitled "Information Regarding Potential Evaluation of Programs and Activities."

OJP Priority Areas

In FY 2021 and in addition to executing any program-specific prioritization that may be applicable, OJP will give priority consideration to applications as follows:

- Applications from federally-recognized tribes
- Applications that address specific challenges that rural communities face.
- Applications that demonstrate that the individuals who are intended to benefit from the requested grant reside in high-poverty areas or persistent-poverty counties.
- Applications that offer enhancements to public safety in economically distressed communities (Qualified Opportunity Zones).
- Where the application is from a State or local government entity that operates at least one correctional facility (as defined at 34 U.S.C. 10251(a)(7)), applications that go to enhancing criminal justice and public safety by indicating agreement to comply with award conditions related to cooperation with federal law enforcement, as set forth in Appendix D.

To receive priority consideration under the rural priority, applicants must describe what makes the geographic service area rural (using U.S. Census or other appropriate government data; for assistance, applicants may wish to refer to <https://www.census.gov/programs-surveys/geography/guidance/geo-areas/urban-rural.html>), how isolated the area is from needed services, and how they will address specific challenges in rural communities.

To receive priority consideration under the poverty priority, the applicant must provide information to demonstrate that the individuals who are intended to benefit from the requested grant reside in high-poverty areas or persistent poverty counties. For purposes of this priority consideration, the term "high-poverty area" means any census tract with a poverty rate of at least 20 percent as measured by the 2013–2017 5-year data series available from the American Community Survey of the Census Bureau (applicants may search by census tract at <https://www.census.gov/acs/www/data/data-tables-and-tools/narrative-profiles/2017/>) and the term "persistent poverty counties" means any county that has had 20 percent or more of its population living in poverty over the past 30 years, as measured by the 1990 and 2000 decennial censuses and the most recent Small Area Income and Poverty Estimates (applicants may search by county at <https://www.census.gov/data/tables/time-series/dec/census-poverty.html> and at <https://www.census.gov/programs-surveys/saipe.html>).

To receive priority consideration for enhancing criminal justice and public safety by agreeing to comply with award conditions related to cooperation with federal law enforcement, applicants must sign and submit the certification provided in Appendix C. Please note that the "applicant" does **not** include partner agencies that may collaborate with the applicant to advance the program objectives but will not receive funding from the award. Only the actual applicant for federal funding is eligible to sign the certification(s) and agree to the award condition(s).

To receive priority consideration under the Qualified Opportunity Zones priority, applicants must include information that specifies how the project will enhance public safety in the specified QOZs. For resources on QOZs, and for a current list of designated QOZs, see the U.S. Department of the

Treasury's resource webpage, accessible at <https://www.cdfifund.gov/pages/opportunity-zones.aspx>

OJP policy priority consideration will consist of receiving additional points in the application scoring process. Receipt of priority consideration does not guarantee that an application will be funded; nor will the failure to receive priority consideration necessarily mean that an application will not be funded.

Federal Award Information

Awards, Amounts and Durations

Anticipated Number of Awards

7

Anticipated Maximum Dollar Amount of Awards

\$715,000.00

Period of Performance Start Date

10/1/21 12:00 AM

Period of Performance Duration (Months)

36

Anticipated Total Amount to be Awarded Under Solicitation

\$5,000,000.00

Continuation Funding Intent

BJA may, in certain cases, provide additional funding in future years to awards made under this solicitation, through continuation awards. OJP will consider, among other factors, OJP's strategic priorities, a recipient's overall management of the award, and progress of award funded work, when making continuation award decisions.

Availability of Funds

This solicitation, and awards (if any are made) under this solicitation, are subject to the availability of appropriated funds and to any modifications or additional requirements that may

be imposed by the agency or by law. In addition, nothing in this solicitation is intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the United States, its departments, agencies, or entities, its officers, employees, or agents, or any other person.

Types of Awards

BJA expects to make awards under this solicitation as grants. See the "Administrative, National Policy, and Other Legal Requirements" section of the [OJP Grant Application Resource Guide](#) for a brief discussion of important statutes, regulations, and award conditions that apply to many (or in some cases, all) OJP grants (and cooperative agreements).

Financial Management and System of Internal Controls

Award recipients and subrecipients (including recipients or subrecipients that are pass-through entities) must, as described in the Part 200 Uniform Requirements as set out at 2 C.F.R. 200.303, comply with standards for financial and program management. The "Part 200 Uniform Requirements" means the DOJ regulation at 2 C.F.R. Part 2800, which adopts (with certain modifications) the provisions of 2 C.F.R. Part 200. See [OJP Grant Application Resource Guide](#) for additional information.

Budget Information

The funding during the initial 6-month period should support planning activities followed by 30 months of implementation activities. Awardees will have access to up to \$250,000 during the planning period. Implementation may begin earlier subject to approval of the Action Plan. The total budget must not exceed \$715,000.

Applicants should budget funding for three members of the project team to travel to one peer-learning event (such as a regional meeting). Estimate the costs of travel and accommodations for three staff members to attend one meeting per year in Washington, D.C. All expenses must be reasonable, allowable, and necessary to the project. The estimates must provide a breakdown of all costs and adhere to the federal per diem.

All applicants should be aware that under federal law, OJP may not award grant funds to procure or obtain any equipment, system, or service that uses "covered telecommunications equipment or services" as a substantial or essential component of any system, or as critical technology as part of any system. In general, with limited exceptions, "covered telecommunications equipment or services" includes telecommunications and video surveillance equipment or services produced by a foreign entity that is specifically designated by statute, or designated by the federal government pursuant to statute.

Applicants also should be aware that, in accordance with DOJ and OJP policy, and with few exceptions, OJP will prohibit use of award funds for unmanned aircraft systems (UAS), absent

advance submission of specific documentation of protections in place for privacy, civil liberties, and public safety, and of mitigation of cybersecurity risks. In addition, OJP will bar use of award funds for the purchase or use of UAS made by certain foreign entities designated by DOJ.

Cost Sharing or Matching Requirement

This solicitation does not require a match.

Pre-agreement Costs (also known as Pre-award Costs)

See the [OJP Grant Application Resource Guide](#) information on Pre-agreement Costs (also known as Pre-award Costs).

Limitation on Use of Award Funds for Employee Compensation: Waiver

See the [OJP Grant Application Resource Guide](#) information on Limitation on Use of Award Funds for Employee Compensation; Waiver.

Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs

See the [OJP Grant Application Resource Guide](#) for information on Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs.

Costs Associated with Language Assistance (if applicable)

See the [OJP Grant Application Resource Guide](#) for information on Costs Associated with Language Assistance.

Eligibility Information

- State governments
- City or township governments

- County governments
- Native American tribal governments (Federally recognized)

Application and Submission Information

The following application elements **MUST** be included in the application submission for an application to meet the basic minimum requirements (BMR) to advance to peer review and receive consideration for funding:

- Proposal Abstract,
- Proposal Narrative,
- Budget Worksheet and Budget Narrative (web-based form)
- Letter of Support from the Community Corrections Agency (if not the lead agency)
- Assurance to Collect and Submit Recidivism Indicator Data

See the "Application Elements and Formatting Instructions" section of the [OJP Grant Application Resource Guide](#) for information on what happens to an application that does not contain all the specified elements or that is nonresponsive to the scope of the solicitation.

Information to Complete the Application for Federal Assistance (SF-424)

The SF-424 will be submitted in Grants.gov. The SF-424 is a required standard form used as a cover sheet for submission of pre-applications, applications, and related information. See the [OJP Grant Application Resource Guide](#) for additional information on completing the SF-424.

Intergovernmental Review: This solicitation ("funding opportunity") **is not** subject to [Executive Order 12372](#). (In completing the SF-424, an applicant is to answer question 19 by selecting the response that the "Program is not covered by E.O. 12372.")

Standard Applicant Information (JustGrants 424 and General Agency Information)

The Standard Applicant Information section of the JustGrants application is pre-populated with the SF-424 data submitted in Grants.gov. Applicants will need to review the Standard Applicant Information in JustGrants and make edits as needed. Within this section, applicants will need to: add zip codes for areas affected by the project; confirm their Authorized Representative; and verify the organization's legal name and address.

Proposal Abstract

A proposal abstract (no more than 400 words) summarizing the proposed project including primary activities, products and deliverables, the service area, and who will benefit from the proposed project, will be completed in the JustGrants Web-based form.

Proposal Narrative

The proposal narrative should be submitted as an attachment in JustGrants. The attached document should be double-spaced, using a standard 12-point Times New Roman font; have no less than 1-inch margins; and should not exceed 10 pages. Pages should be numbered and submitted as an attachment. If the proposal narrative fails to comply with these length restrictions, BJA may negatively consider such noncompliance in peer review and in final award decisions.

The following sections must be included as part of the proposal narrative:

a. Description of the Issue

Describe why this project/these proposed activities are necessary (significance/value) and/or address a need, and include supporting information.

b. Project Design and Implementation

Describe the strategy to address the needs identified in the Description of the Issue. List the proposed program activities and describe how they relate to the stated objectives. Activities are the specific actions to be undertaken to fulfill the program objectives and reach the program goal(s). Provide a detailed description of the method(s) to be used to carry out each activity. Provide a timetable indicating roughly when activities or program milestones are to be accomplished.

c. Capabilities and Competencies

Describe the capabilities and competencies to accomplish the goals and objectives of the project.

d. Plan for Collecting the Data Required for this Solicitation's Performance Measures

Describe the process for measuring project performance. Identify who will collect the data; who is responsible for performance measurements; and how the information will be used to guide and evaluate the impact of the project. Describe the process to accurately report data.

Note: applicants are **not** required to submit performance data with the application. Rather, performance measures information is included as an alert that successful applicants will be required to submit performance data as part of the reporting requirements under an award.

OJP will require each successful applicant to submit regular performance data that demonstrate the results of the work carried out under the award. The performance data directly relate to the goals, objectives, and deliverables identified under "Goals, Objectives, and Deliverables."

Applicants can also visit OJP's performance measurement page at www.ojp.gov/performance for an overview of performance measurement activities at OJP.

Award recipients will be required to submit performance measure data in the Performance Measurement Tool (PMT) and/or JustGrants. Examples of the performance measures questionnaire can be found at <https://bjapmt.ojp.gov/help/SSPMeasures.pdf>. Further guidance on the post-award submission process will be provided, if selected for award.

Note on Project Evaluations

An applicant that proposes to use award funds through this solicitation to conduct project evaluations must follow the guidance under "Note on Project Evaluations" in the [OJP Grant Application](#)

Resource Guide.

Goals, Objectives, Deliverables, and Timeline

Applicants will submit the Smart Probation: Innovation in Supervision goals, objectives, deliverables, and timelines in the JustGrants Web-based form. See the [OJP Grant Application Resource Guide](#) for additional information.

Budget and Associated Documentation

Budget Worksheet and Budget Narrative (Web-based Form)

Applicants will complete the JustGrants web-based budget form. See the [OJP Grant Application Resource Guide](#) for additional information.

- The funding during the initial 6-month period should support planning activities followed by 30 months of implementation activities. Implementation may begin earlier subject to approval of the Action Plan.
- Applicants should budget funding for three members of the project team to travel to a peer-learning event (such as a regional meeting). Estimate the costs of travel and accommodations for three staff members to attend one meeting per year in Washington, D.C. All expenses must be reasonable, allowable, and necessary to the project. The estimates must provide a breakdown of all costs and adhere to the federal per diem.

Indirect Cost Rate Agreement (if applicable)

Applicants will submit their indirect cost rate agreement by uploading the agreement as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

Financial Management Questionnaire (including applicant disclosure of high-risk status)

Applicants will download the questionnaire in JustGrants and submit by uploading the completed questionnaire as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

Additional Application Components

Applicants will attach the additional requested documentation in JustGrants.

Tribal Authorizing Resolution

If applicable, applicants will submit the Tribal Authorizing Resolution by uploading the resolution as

an attachment in JustGrants. An application in response to this solicitation may require inclusion of information related to a tribal authorizing resolution as an attachment. See the [OJP Grant Application Resource Guide](#) for information on tribal authorizing resolutions.

Timeline Form

Provide a timetable indicating roughly when key activities or program milestones are to be accomplished, in support of the Project Design and Implementation. Applicants will submit the timeline by uploading the document as an attachment in JustGrants.

Letters of Support

Letter of Support from Community Supervision Agency: If the community supervision agency is not the lead applicant, include a letter of support from its leadership demonstrating commitment to the project. Applicants will submit the letter by uploading the document as an attachment in JustGrants.

Letter of Support from Key Partners: Include a letter of support from key partners detailing their commitment to work with the applicant to promote the mission of the project. Applicants will submit the letter by uploading the document as an attachment in JustGrants.

Documentation of Anticipated Benefit to Qualified Opportunity Zones (if applicable)

OJP will give priority consideration in award decisions to designated Qualified Opportunity Zones (QOZs). Each applicant proposing to receive priority consideration under the Qualified Opportunity Zones priority must provide a sufficient narrative explanation in order for OJP to identify clearly the public safety benefit the applicant anticipates that its project will have on a specified QOZ(s). The narrative and the list of affected QOZs (by census tract number) must be included as an attachment that is clearly labeled as addressing QOZs. The applicant may also include tables, charts, graphs, or other relevant illustrations that may be useful in comprehending the manner in which the proposed project is anticipated to benefit a QOZ(s). Applicants will submit the narrative by uploading the document as an attachment in JustGrants.

Research and Evaluation Independence and Integrity Statement

If an application proposes research (including research and development) and/or evaluation, the applicant must demonstrate research/evaluation independence and integrity, including appropriate safeguards, before it may receive award funds. Applicants will submit a description of their research and evaluation independence and integrity by uploading the document as an attachment in JustGrants. For additional information regarding demonstrating research/evaluation independence and integrity, including appropriate safeguards, see the [OJP Grant Application Resource Guide](#).

Documentation of Rural Challenges (if applicable)

OJP will give priority consideration in award decisions to applications that address specific challenges that rural communities face. Each applicant proposing to receive priority consideration under the rural priority must provide a sufficient narrative to include what makes the geographic service area rural (using U.S. Census or other appropriate government data), how isolated the area is from needed services, and how it will address specific challenges in rural communities. Applicants will submit the narrative by uploading the document as an attachment in JustGrants.

Documentation of High-Poverty Areas or Persistent-Poverty Counties (if applicable)

OJP will give priority consideration in award decisions to applications that demonstrate that the individuals who will benefit from the requested grant reside in high-poverty areas or persistent-poverty counties as defined above. Each applicant proposing to receive consideration under the High-Poverty Areas or Persistent-Poverty Counties priority must provide a sufficient narrative explanation to identify each specific High-Poverty Area (by census tract number(s)) and/or each specific Persistent-Poverty County where individuals are intended to benefit from the requested grant and how the requested grant will address specific challenges in each such identified area and/or county. Applicants will submit the narrative by uploading the document as an attachment in JustGrants.

Certification Regarding Enhancing Criminal Justice and Public Safety through Cooperation with Federal Law Enforcement (if applicable)

OJP will give priority consideration in award decisions to State or local government entity applicants that operate at least one correctional facility (as defined at 34 U.S.C. 10251(a)(7)), and agree to comply with award conditions related to cooperation with federal law enforcement, as set forth in Appendix D. Each such applicant proposing to receive priority consideration for such cooperation with federal law enforcement must sign and submit the certification provided in Appendix D.

Documentation of Proposed Subrecipients

Complete Appendix A to indicate proposed subrecipients of ISI funding, including the name, organizational affiliation, and city and state of the proposed subrecipient entity. Applicants will

submit Appendix A by uploading the document as an attachment in JustGrants.

Assurance to Collect and Submit Recidivism Indicator Data

Complete Appendix B to provide assurance, signed by the applicant organization's chief executive, that all participant recidivism indicator data will be collected and submitted at the end of the grant period. Applications that do not include this assurance will not be considered. Inability or refusal to submit data after award may impact a grantee's ability to receive future BJA competitive grant funding. Applicants will submit Appendix B by uploading the document as an attachment in JustGrants.

Disclosures and Assurances

Applicants will complete the following disclosures and assurances.

Disclosure of Lobbying Activities

Applicants will complete and submit the SF-LLL in Grants.gov. See the [OJP Grant Application Resource Guide](#) for additional information.

DOJ Certified Standard Assurances

See the DOJ Certified Standard Assurances in the [OJP Grant Application Resource Guide](#).

Applicant Disclosure of Duplication in Cost Items

Applicants will complete the JustGrants web-based Applicant Disclosure of Duplication in Cost Items form. See the [OJP Grant Application Resource Guide](#) for additional information.

DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements

Applicants will review and accept the DOJ Certified Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements. See [OJP Grant Application Resource Guide](#).

Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable)

If applicable, applicants will submit as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information. A DOJ High Risk Grantee is a recipient that has received a DOJ High Risk designation based on a documented history of unsatisfactory performance, financial instability, management system or other internal control deficiencies, or noncompliance with award terms and conditions on prior awards, or that is otherwise not responsible.

How to Apply

Applicants will submit an **SF-424** and an **SF-LLL** in Grants.gov at <https://www.grants.gov/web/grants/register.html>.

Applicants will submit the **full application** including attachments in JustGrants at JustGrants.usdoj.gov.

For additional information, see the "How to Apply" section in the [OJP Grant Application Resource Guide](#).

Submission Dates and Time

The **SF-424** and the **SF-LLL** will be submitted in Grants.gov by April 13, 2021 at 11:59 pm EST. OJP urges applicants to submit applications at least 72 hours prior to the application due date to allow time for the applicant to receive validation messages or rejection notifications from Grants.gov and to correct in a timely fashion any problems that may have caused a rejection notification.

The **full application** will be submitted in JustGrants by April 27, 2021 at 11:59 pm EST.

To be considered timely, the full application must be submitted in JustGrants by the JustGrants application deadline.

Application Review Information

Review Criteria

Applications that meet basic minimum requirements will be evaluated by peer reviewers. Applications will be evaluated on how the proposed project/program addresses the following criteria:

1. Description of the Issue (25%) - evaluate the applicant's understanding of the program/issue to be addressed.
2. Project Design and Implementation (30%) - evaluate the adequacy of the proposal, including the goals, objectives, timelines, milestones, and deliverables.
3. Capabilities and Competencies (20%) - evaluate administrative and technical capacity of the applicant to successfully accomplish the goals and objectives.
4. Plan for Collecting the Data Required for this Solicitation's Performance Measures (5%) - evaluate the applicant's understanding of the performance data reporting requirements and the plan for collecting the required data.
5. Budget (10%) - evaluate for completeness, cost effectiveness, and allowability (e.g., reasonable, allocable, and necessary for project activities).
6. Impact/Outcomes, Evaluation, Sustainability (10%) - evaluate understanding of, and a plan to utilize, data to assist with analyzing the problem, implementing effective solutions, and drawing conclusions about the effectiveness of the project.

b. Additional Review Criteria

Other important considerations for BJA include geographic diversity, strategic priorities (specifically including, but not limited to, those mentioned above relating to addressing specific challenges that rural communities face, high-poverty areas or persistent-poverty counties, demonstrable potential enhancement to public safety in one or more federally designated Qualified Opportunity Zones, and enhancing criminal justice and public safety through award conditions regarding cooperation with federal law enforcement), available funding, past performance, potential of the project to inform and advance the field, and the extent to which the Budget Worksheet and Budget Narrative (Web-based Form) accurately explain project costs that are reasonable, necessary, and otherwise allowable under federal law and applicable federal cost principles.

Review Process

Applications submitted under this solicitation that meet basic minimum requirements, will be evaluated for technical merit by a peer review panel(s) in accordance with OJP peer review policy and procedures using the stated review criteria above.

OJP screens applications to ensure they meet the basic minimum requirements prior to conducting peer review. Although specific requirements may vary, the following are common requirements applicable to all solicitations for funding under OJP programs:

- The application must be submitted by an eligible type of applicant.
- The application must request funding within programmatic funding constraints (if applicable).
- The application must be responsive to the scope of the solicitation.
- The application must include all items necessary to meet the basic minimum requirements.

Pursuant to the Part 200 Uniform Requirements, before award decisions are made, OJP also reviews information related to the degree of risk posed by the applicant. Among other things to help assess whether an applicant that has one or more prior federal awards has a satisfactory record with respect to performance, integrity, and business ethics, OJP checks whether the applicant is listed in

SAM as excluded from receiving a federal award.

In addition, if OJP anticipates that an award will exceed \$250,000 in federal funds, OJP also must review and consider any information about the applicant that appears in the non-public segment of the integrity and performance system accessible through SAM (currently, the Federal Awardee Performance and Integrity Information System, FAPIIS).

Important note on FAPIIS: An applicant, may review and comment on any information about itself that currently appears in FAPIIS and was entered by a federal awarding agency. OJP will consider any such comments by the applicant, in addition to the other information in FAPIIS, in its assessment of the risk posed by the applicant.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final award decisions will be made by the Assistant Attorney General, who may take into account not only peer review ratings and BJA's recommendations, but also other factors as indicated in this section.

Federal Award Administration Information

Federal Award Notices

See the [OJP Grant Application Resource Guide](#) for information on award notifications and instructions.

Administrative, National Policy, and Other Legal Requirements

If selected for funding, in addition to implementing the funded project consistent with the OJP-approved application, the recipient must comply with all award conditions, and all applicable requirements of federal statutes and regulations (including applicable requirements referred to in the assurances and certifications executed in connection with award acceptance).

For additional information on these legal requirements, see the "Administrative, National Policy, and Other Legal Requirements" section in the [OJP Grant Application Resource Guide](#).

Information Technology (IT) Security Clauses

An application in response to this solicitation may require inclusion of information related to information technology security. See the [OJP Grant Application Resource Guide](#) for information on information technology security.

General Information about Post-Federal Award Reporting Requirements

In addition to the deliverables described in the Program Description section, any recipient of an award under this solicitation will be required to submit certain reports and data.

Required reports. Recipients typically must submit quarterly financial reports, quarterly progress reports, final financial and progress reports, and, if applicable, an annual audit report in accordance with the Part 200 Uniform Requirements or specific award conditions. Future awards and fund drawdowns may be withheld if reports are delinquent. (In appropriate cases, OJP may require additional reports.)

See the OJP Grant Application Resource Guide for additional information on specific post-award reporting requirements, including performance measures data.

Federal Awarding Agency Contact(s)

For OJP contact(s), see page 2.

For contact information for Grants.gov, see page 2.

Other Information

Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a)

See the OJP Grant Application Resource Guide for information on Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a).

Provide Feedback to OJP

See the OJP Grant Application Resource Guide for information on how to provide feedback to OJP.

Performance Measures

See Plan for Collecting the Data Required for this Solicitation's Performance Measures section under the Proposal Narrative.

Application Checklist

Smart Probation: Innovations in Supervision Initiative

This application checklist has been created as an aid in developing an application.-

What an Applicant Must Do:

Prior to Registering in Grants.gov:

- Acquire a DUNS Number (see [OJP Grant Application Resource Guide](#))
- Acquire or renew registration with SAM (see [OJP Grant Application Resource Guide](#))

To Register with Grants.gov:

- Acquire AOR and Grants.gov username/password (see [OJP Grant Application Resource Guide](#))
- Acquire AOR confirmation from the E-Biz POC (see [OJP Grant Application Resource Guide](#))

To Find Funding Opportunity:

- Search for the Funding Opportunity on Grants.gov
- Access Funding Opportunity and Application Package (see [OJP Grant Application Resource Guide](#))
- Sign up for Grants.gov email notifications (optional) (see [OJP Grant Application Resource](#))

Guide)

- Read Important Notice: Applying for Grants in Grants.gov
- Read OJP policy and guidance on conference approval, planning, reporting available at ojp.gov/financialguide/DOJ/PostawardRequirements/chapter3.10a.htm (see OJP Grant Application Resource Guide)

Overview of Post-Award Legal Requirements:

- Review the "Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2021 Awards" in the OJP Funding Resource Center.

Scope Requirement:

- The federal amount requested is within the allowable limit(s) of \$715,000.

Eligibility Requirement:

- State governments
- City or township governments
- County governments
- Native American tribal governments (federally recognized)
- Submit **SF-424** and **SF-LLL** in Grants.gov

After SF-424 and SF-LLL Submission in Grants.gov, Receive Grants.gov Email Notifications That:

- Submission has been received in Grants.gov
- Submission has either been successfully validated or rejected with errors (see OJP Grant Application Resource Guide)

If Grants.gov Receipt, and Validation or Error Notifications are Received:

- Contact the Response Center by telephone at 800-851-3420 or TTY: 301-240-6310 (hearing impaired only) or by email at grants@ncjrs.gov. Response Center hours of operation are 10 a.m. to 6 p.m. eastern time Monday through Friday, and 10 a.m. to 8 p.m. eastern time on the solicitation close date.

Complete Application Sections Listed Below in JustGrants:

- Receive email notification to complete application in JustGrants.
- Assign an Authorized Representative to the Entity.

Content of Application Submission:

The following items are critical application elements required to pass Basic Minimum Requirements review. An application that OJP determines does not include the application elements that must be included in the application submission in order for the application to meet the basic minimum requirements, will neither proceed to peer review, nor receive further consideration.

- Project Abstract
- Project Narrative
- Budget Worksheet and Budget Narrative (Web-based Form)
- Letter of Support from Community Corrections Agency (if not lead applicant)
- Mandatory Chief Executive Assurance to Collect and Report Recidivism Indicator Data
- Application for Federal Assistance (SF-424)

Budget and Associated Documentation

- Budget Worksheet and Budget Narrative (Web-based form)
- Indirect Cost Rate Agreement (if applicable) (see [OJP Grant Application Resource Guide](#))
- Financial Management and System of Internal Controls Questionnaire (see [OJP Grant Application Resource Guide](#))
- Disclosure of Process related to Executive Compensation [*insert if applicable, consult with OGC*]

Additional Application Components

- Tribal Authorizing Resolution (if applicable) [*insert if applicable*] (see [OJP Grant Application Resource Guide](#))
- Research and Evaluation Independence and Integrity [*insert if listed in the solicitation*] (see [OJP Grant Application Resource Guide](#))
- Documentation of rural challenges (if applicable)
- Documentation of high-poverty or persistent poverty counties (if applicable)

- Documentation of enhanced public safety in federally designated Qualified Opportunity Zones (if applicable)
- Certification Regarding Enhancing Criminal Justice and Public Safety through Cooperation with Federal Law Enforcement (if applicable)
- Timeline/Project Plan
- Letter of Support from Community Supervision Agency
- Letter of Support from Key Partners
- Documentation of Proposed Subrecipients
- Assurance to Collect and Submit Recidivism Indicator Data

Disclosures and Assurances

- Disclosure of Lobbying Activities (SF-LLL) (see OJP Grant Application Resource Guide)
- Applicant Disclosure of Duplication in Cost Items (Pending Applications) (see OJP Grant Application Resource Guide)
- DOJ Certified Standard Assurance (see OJP Grant Application Resource Guide)
- DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements (see OJP Grant Application Resource Guide)
- Applicant Disclosure and Justification - DOJ High Risk Grantees (if applicable) (see OJP Grant Application Resource Guide)

Submit Application in JustGrants:

- Application has been successfully submitted in JustGrants

If JustGrants Application Submission, Validation, or Error Notifications are Received:

- Contact JustGrants.Support@usdoj.gov or 833-872-5175 regarding technical difficulties

Appendix A: Applicant Disclosure of Proposed Subrecipients

Complete the table below to indicate proposed subrecipients of grant funding, including the name, organizational affiliation, and city and state of the proposed subrecipient entity. Add rows or submit multiple forms, if needed.

Subrecipient Name (Last, First)	Subrecipient Organization	Subrecipient Location (City, State)

Appendix B: Mandatory Chief Executive Assurance to Collect and Report Recidivism Indicator Data

I hereby assure that, if awarded grant funds under the Smart Probation: Innovations in Supervision Initiative, my organization will collect unique identifiers and recidivism indicator performance data for each program participant, and will aggregate all such data and submit it via the Bureau of Justice Assistance Performance Measurement Tool as required upon grant closeout. I understand that the inability or refusal to submit such data after an award is made may impact my organization's ability to receive future Bureau of Justice Assistance competitive grant funding.

Signature

Title

Date

Appendix C: Certification regarding Cooperation with Federal Law Enforcement

I am an authorized official of the State or local government applicant entity named below and I have the authority to make this certification on behalf of the applicant. I understand that the Department will rely upon this certification as a material representation in any decision regarding an award to the applicant. On behalf of the State or local government applicant named below, and in order to receive priority consideration for its application, I certify to the Office of Justice Programs ("OJP"), U.S. Department of Justice ("USDOJ"), the following:

1. The State or local government applicant entity named below operates at least one correctional facility (that is, operates at least one "*place for the confinement or rehabilitation of offenders or individuals charged with or convicted of criminal offenses*" (34 U.S.C. 10251(a)(7))).
2. The applicant agrees to comply with the following four award conditions (or conditions substantially to the same effect) if it is selected to receive an award made by OJP under this solicitation:

CONDITION 1: Noninterference (within the funded "program or activity") with federal law enforcement: Interrogation of certain aliens

SCOPE. This condition applies with respect to the "program or activity" that is funded (wholly or partly) by this award, as of the date the recipient accepts the award, and throughout the remainder of the period of performance for the award. Its provisions must be among those included in any subaward (at any tier).

1. Noninterference with statutory law enforcement access to correctional facilities

Consonant with federal law enforcement statutes and regulations -- including 8 USC 1357(a), under which certain federal officers and employees "have power without warrant ... to interrogate any alien or person believed to be an alien as to his right to be or to remain in the United States," and 8 CFR 287.5(a), under which that power may be exercised "anywhere in or outside the United States" -- within the funded program or activity, no State or local government entity, -agency, or -official may interfere with the exercise of that power to interrogate "without warrant" (by agents of the United States acting under color of federal law) by impeding access to any State or local government (or government-contracted) correctional facility by such agents for the purpose of "interrogat[ing] any alien or person believed to be an alien as to his [or her] right to be or to remain in the United States."

DATE: December 20, 2021

DEPARTMENT HEAD: Faustino Lopez, Executive Director

DEPARTMENT NAME: Adult Probation

PROGRAM: Hidalgo County Virtual Supervision Caseload

ACCOUNT NUMBER: 1-1289-423-00-320-053-2-XXX

SUBJECT: Budget Amendments (decrease/increase) in Accordance with Local Government Code, Chapter 111, Subchapter C

Honorable Bobby Flores, Community Supervision & Corrections Department Overseer

I would like to request the following amendments (increases) to my department budget in accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE OBJECT NUMBER(S)				ACCOUNT (OBJECT) NAME		AMOUNT
1-1289-423-00-320-053-2-113				H C Virtual Supervision Caseload	Full-Time Employees	225,400.80
1-1289-423-00-320-053-2-211				H C Virtual Supervision Caseload	Health Insurance	41,091.60
1-1289-423-00-320-053-2-212				H C Virtual Supervision Caseload	Life Insurance	146.52
1-1289-423-00-320-053-2-220				H C Virtual Supervision Caseload	FICA	17,243.17
1-1289-423-00-320-053-2-230				H C Virtual Supervision Caseload	Retirement	28,693.52
1-1289-423-00-320-053-2-250				H C Virtual Supervision Caseload	Unemployment Compensation	1,352.39
1-1289-423-00-320-053-2-841				H C Virtual Supervision Caseload	Aid to Governmental Agencies	144,779.00
1-1289-423-00-320-053-2-350				H C Virtual Supervision Caseload	Other Services	253,000.00
1-1289-423-00-320-053-2-583				H C Virtual Supervision Caseload	Out of County Employee Travel	3,201.00
TOTAL APPROPRIATION						714,908.00
1-1289-331-11-320-053-2-000				H C Virtual Supervision Caseload Revenue		714,908.00
TOTAL REVENUES						714,908.00

REASON:

To setup the FY2022 Hidalgo County Virtual Supervision Caseload grant budget. Award # 15PBJA-21-GG-02794-SMTP from 10/01/2021 to 9/30/2024.

Comm Cr.

Faustino Lopez, Director
Hidalgo County CSCD

Date

Arcilia Duran, CPA

Date

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714,908.00 * 0 *

AI-80120

Adult Probation 13. A.

CC REGULAR AGENDA REGULAR MTG

Meeting Date: 03/30/2021 ✓

Submitted For: Maria Castilleja, ADULT PROBATION

Submitted By: Maria Castilleja, ADULT PROBATION

Department: ADULT PROBATION

CAPTION

Adult Probation - Virtual Supervision Caseload Grant:
Approval to apply for the Hidalgo County Virtual Supervision Caseload 2021 Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance Department (BJA) grant and approval of resolution pertaining to grant.

BACKGROUND

Fiscal Impact

CALENDAR YEAR: 2021

ACCT. #: TBD

FUNDS AVAILABLE Y/N?: TBD

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Approval to apply; no cash match required. Acceptance of grant award, certification of revenues, and appropriation of funds will be presented to CC for approval once grantor agency awards funds.

Attachments

SMART rfp announcement
DOJ HC Virtual Sup Caseload resolution

Form Review

Inbox	Reviewed By	Date
Budget & Management	Veronica Ortiz	03/24/2021 08:40 AM
Ivan Cantu	Ivan Cantu	03/25/2021 09:44 AM
Final Approval	Monica Salinas	03/26/2021 06:54 PM
Form Started By: Maria Castilleja		Started On: 03/23/2021 04:41 PM
Final Approval Date: 03/26/2021		