

Collin County Grant Summary Form

Department Name Medical Examiner's Office		Submit completed form along with one <u>electronic copy</u> of the grant application and all supporting documentation to the Auditor's Office not less than 14 days prior to the scheduled Commissioner Court meeting. If you have any questions contact Janna Caponera at (972) 548-4638 .
Contact Person (Grant Liaison) Robert Laughon		
Title Field Agent	Phone/ Extension x3775	

Grant Description		
Grant Title and Funding Year FY 2014 Justice Assistance Grant Program	Funding Source <input type="checkbox"/> State <input checked="" type="checkbox"/> Federal <input type="checkbox"/> Other: .	Application Type <input checked="" type="checkbox"/> New Grant <input type="checkbox"/> Renewal <input type="checkbox"/> Amendment
Grantor (include sub-granting agencies) Office of the Governor, Criminal Justice Division	Payment Method <input checked="" type="checkbox"/> Cost Reimbursement <input type="checkbox"/> Other: .	
Application/Award Deadline February 28, 2013	Requested Comm. Court Date February 18, 2013	Grant Period September 1, 2013 to August 31, 2014

Brief Description
Funding for various equipment including evidence preservation/ drying equipment, autopsy lighting, biohazard respirators, and radiography and photo imaging equipment

Grant Categories / Funding Source	Federal Funds	State Funds	Local Funds	County Match	In-Kind	Total
Personnel						
Operating	\$13,415					\$13,415
Capital Equipment	\$33,170					\$33,170
Indirect Costs						
Total	\$46,585					\$46,585
FTEs						

Performance Measures Applicable Outcome Measures	FY 2012 Progress to Date				FY 2013 Projected
	Q1	Q2	Q3	Q4	
Improve quality of post-mortem examinations through enhanced lighting					
Reduce drying time, minimize cross-contamination, and loss of trace evidence for wet or bloodstained evidence					
Decrease imaging time and improve information sharing / dissemination of radiographs					
Improve quality of death scene and autopsy photographs					

The Department named above is applying for the Grant Program named above, and if awarded, will accept full responsibility for the management of any funds awarded to the County under this grant, and will adhere to any policies and procedures set forth by the Grantor and its related agencies or agents, as well as those of the County, and its financial and administrative departments. To that end, please find enclosed the following items for initial review:

- Grant Summary Form
- Memo of request to Commissioner Court for application/award acceptance and approval
- An electronic copy of the original, completed Application/Award
- Court Order (for award only)
- All attachments, back-up documentation or amendments to be submitted to the Grantor in support of the application

Completed by: William Rohr		
Department Head / Designee Printed Name	Signature	Date

Agency Name: Collin County
Grant/App: 2680301 **Start Date:** 9/1/2013 **End Date:** 8/31/2014

Project Title: Radiological and Photographic Imaging Equipment
Status: Application Pending Submission

Profile Information

Applicant Agency Name: Collin County
Project Title: Radiological and Photographic Imaging Equipment
Division or Unit to Administer the Project: Medical Examiner's Office
Address Line 1: 700 B Wilmeth Rd
City/State/Zip: McKinney Texas 75069-8231
Start Date: 9/1/2013
End Date: 8/31/2014

Regional Council of Governments (COG) within the Project's Impact Area: North Central Texas Council of Governments
Headquarter County: Collin
Counties within Project's Impact Area: Collin, Fannin, Grayson

Narrative Information

Primary Mission and Purpose

The purpose of the Edward Byrne Justice Assistance Formula Grant (JAG) Program is to prevent and control crime and make improvements to the criminal justice system.

Funding Levels

The anticipated funding levels for the JAG program are as follows:

- Minimum Award - \$10,000
- Maximum Award - None
- Match Required - None

For more information regarding grantee match, please click on the **Budget** tab, and then click on the **Source of Match** tab in eGrants.

Note: *If you voluntarily include matching funds that exceed the minimum match requirement, you will be held to that amount throughout the grant period.*

Program Requirements

** The requirements for this fund source are subject to change pursuant to actions of the U.S. Congress and federal guidance.*

Preferences

Preference will be given to projects that support one or more of the following areas:

1. Enhanced patrols along and near the Texas-Mexico border;
2. Drug and human trafficking;
3. Disruption of adult gangs;
4. Technology that promotes electronic discovery for defense counsel;
5. Regional information sharing systems for law enforcement;
6. Conversion of crime data from the Uniform Crime Report (UCR) format to the National Incident Based Reporting System (NIBRS) format; and

7. Cost effective programs that complement the criminal justice system.

Purpose Areas

Applicant assures that its proposed project meets at least one of the following Purpose Areas to be eligible for funding:

Law Enforcement - Supports state and local law enforcement agencies that address violent crime or statistically supported major crime initiatives at the local level.

Prosecution and Court - Programs that improve the prosecution of serious and violent crimes, including those that reduce the time from arrest to disposition.

Technology - Programs that implement or expand a law enforcement agency's ability to report and analyze crime. Applicant assures that any criminal intelligence databases developed under this program will comply with 28 CFR Part 23.

Corrections and Community Corrections - Programs that reintegrate adults and juveniles into the community.

Drug Treatment - Programs that target substance abuse treatment for juveniles or adults who have been court ordered to participate, including drug courts and projects that serve as alternatives to incarceration.

Program Income

Applicant agrees to comply with all federal and state rules and regulations for program income and agrees to report all program income that is generated as a result of the project's activities. Applicant agrees to report program income to CJD through a formal grant adjustment and to secure CJD approval prior to use of the program income. Applicant agrees to use program income for allowable costs and agrees to expend program income immediately after CJD's approval of a grant adjustment and prior to requesting reimbursement of CJD funds.

Deduction Method - Program income shall be deducted from total allowable costs to determine the net allowable costs. Program income shall be used for current costs unless CJD authorizes otherwise. Program income which the grantee did not anticipate at the time of the award shall be used to reduce the CJD award and grantee match rather than to increase the funds committed to the project.

Asset Seizures and Forfeitures - Program income from asset seizures and forfeitures is considered earned when the property has been adjudicated to the benefit of the plaintiff (e.g., law enforcement entity).

Uniform Crime Reporting

Applicant assures that if it operates a law enforcement agency, the agency is current and has been current in reporting required Part I violent crime data for the three previous years to the Texas Department of Public Safety, and will continue timely reporting of required crime data throughout the grant period.

Criminal History Reporting

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.

Constitutional Compliance

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

Information Systems

Applicant assures that any new criminal justice information systems will comply with data sharing standards for the Global Justice XML Data Model and the National Information Exchange Model.

Bulletproof Vests

Applicant assures that if it plans to purchase body armor with grant funds, that it has adopted a mandatory wear policy.

Federal Justice Assistance Grant (JAG) Eligibility

Applicant assures that if its agency was eligible to apply, it did apply for a 2012 direct award from the Bureau of Justice Assistance for JAG funds under the Edward Byrne Memorial Justice Assistance Formula Grant Program: Local Solicitation.

Was your agency eligible for a (direct award) in the current federal fiscal year?

Yes

No

If you selected **Yes**, provide the amount you are eligible to receive, or have already received.

Enter the amount (\$) of JAG Funds:

0

Describe how you plan to use the funds.

N/A

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.

Enter the Name of the Civil Rights Liaison:

Cynthia Jacobson

Enter the Address for the Civil Rights Liaison:

2300 Bloomdale Road Suite 4117, McKinney, TX 75071

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

(972) 548-4606

Certification

Each applicant agency will certify to the specific criteria detailed above under **Program Requirements** to be eligible for funding under the Justice Assistance Grant (JAG) Program Solicitation.

I certify to all of the above eligibility requirements.

Problem Statement:

Please provide a detailed account in the Problem Statement section of the existing issues your project will target.

Enter your problem statement:

The Collin County Medical Examiner's Office (CCMEO) is attempting to secure equipment which will enhance the performance of essential tasks associated with death investigation and ensure best practices in death scene, evidence collection, and post-mortem processing for criminal death investigations. The current equipment is outdated, insufficient, non-existent, or broken; each of

which increases processing time and delays investigations, court cases, and identification of remains or cause of death.

CCMEO currently uses analog radiography equipment which increases processing times, requires extensive maintenance, and does not allow for digital storage or transmission of X-rays. While scene and autopsy photographs are digital, the lack of lenses and external flash prevent high quality death scene images, especially in low light situations. Autopsy photographs are taken with outdated "point and shoot" cameras in ambient office light, as the surgical / autopsy light has been non-functioning for several years. For drying, CCMEO staff lay evidence in a well-ventilated room at ambient temperature; after business hours, the evidence is moved to smaller, secured areas. This process is repeated until the evidence is dry. Additionally, CCMEO investigators do not currently possess respirators when entering and processing death scenes.

The current equipment / processes limit the number of investigations and bodies which can be examined in a timely manner; lead to increased man hours by law enforcement officials, prosecutors, and CCMEO staff on criminal death investigations; produce an evidence processing backlog; and compound processing error potential. These delays may result in cases that are not solved and suspects that avoid prosecution, putting the public safety of Collin County residents at risk.

Supporting Data:

Provide as much supporting data, to include baseline statistics and the sources of your data, which are pertinent to where the grant project is located and/or targeted. Do not use statewide data for a local problem or national data for a statewide problem.

Enter your supporting data:

Collin County ranks as one of the top growth areas in the state and the nation with a 65.2% population increase since 2000. Death investigation and related services are provided to a county population of over 800,000, and contract services are provided for neighboring counties (Fannin and Grayson) as well as numerous law enforcement agencies.

This growth in population has resulted in an increased case load for the CCMEO, with a corresponding increase in processing time. From 2009 to 2012, the number of deaths investigated by the CCMEO increased by 34% from 2335 to 3139 investigations, with the total number of bodies examined increasing to 512. In 2012, CCMEO processed 250 radiographs, using 60 gallons of fixer and developer chemicals; took 11,000 digital images; and responded to 173 death scenes. Additionally, annual overtime has more than doubled in the past few years.

Sources

1. "Collin County QuickFacts." State and County QuickFacts. US Census Bureau, 6 Dec 2012. Web. 27 Dec 2012.
2. Collin County Medical Examiner's Office reports, 2009 - 2012.

Community Plan:

For projects that have a local or regional impact target area, provide information regarding the community plan need(s) that your project will address.

Enter your community planning needs:

This project addresses both the "Crime/Forensic Laboratory" and "Outdated and Ineffective Technology" in the Law Enforcement/Criminal Justice System section of the Collin County plan.

Goal Statement:

Provide a brief description of the overall goals and objectives for this project.

Enter a description for the overall goals and objectives:

The goal of this project is to enhance the performance of essential tasks associated with death investigation and ensure best practices in death scene, evidence collection, and post-mortem processing for criminal death investigations.

1. Reduce drying time, minimize cross-contamination, and loss of trace evidence for wet or bloodstained evidence.
2. Improve quality of post-mortem examinations through enhanced lighting.
3. Decrease imaging time and improve information sharing / dissemination of radiographs.
4. Improve quality of death scene and autopsy photographs.
5. Protect CCMEO staff entering death scenes.

Cooperative Working Agreement (CWA):

When a grantee intends to carry out a grant project through cooperating or participating with one or more outside organizations, the grantee must obtain authorized approval signatures on the cooperative working agreement (CWA) from each participating organization. Grantees must maintain on file a signed copy of all cooperative working agreements, and they must submit to CJD a list of each participating organization and a description of the purpose of each **CWA**. Cooperative working agreements do not involve an exchange of funds.

For this project, provide the name of the participating organization(s) and a brief description of the purpose(s) for the **CWA(s)**. You should only provide information here that this project's successful operation is contingent on for the named service or participation from the outside organization.

Note: A **Sample CWA** is available [here](#) for your convenience.

Enter your cooperating working agreement(s):

N/A

Continuation Projects:

For continuation projects only, if your current or previous year's project is NOT on schedule in accomplishing the stated objectives, briefly describe the major obstacles preventing your organization from successfully reaching the project objectives as stated within your previous grant application. (Data may be calculated on a pro-rated basis depending on how long the current or previous year's project has been operating.)

Enter your current grant's progress:

N/A

Project Summary:

Briefly summarize the entire application, including the project's problem statement, supporting data, goal, target group, activities, and objectives. Be sure that the summary is easy to understand by a person not familiar with your project and that you are confident and comfortable with the information if it were to be released under a public information request.

Enter your summary statement for this project:

Collin County ranks as one of the top growth areas in the state and the nation with a 65.2% population increase since 2000. Death investigation and related services are provided to a county population of over 800,000, and contract services are provided for neighboring counties (Fannin and Grayson) as well as numerous law enforcement agencies. This growth in population has resulted in an increased case load for the CCMEO, with a corresponding increase in processing time. From 2009 to 2012, the number of deaths investigated by the CCMEO increased by 34% from 2335 to 3139 investigations, with the total number of bodies examined increasing from 439 to 512 cases (17%). Additionally, annual overtime has more than doubled during that period.

The CCMEO needs several equipment items to perform essential tasks associated with death investigation including evidence preservation and drying equipment, autopsy lighting, full-face respirators, and radiography and photo-imaging equipment. The current equipment is outdated, insufficient, non-existent, or broken; each of which increases processing time and delays investigations, court cases, and identification of remains or cause of death. The current equipment / processes limit the number of investigations and bodies which can be examined in a timely manner; lead to increased man hours by law enforcement officials, prosecutors, and CCMEO staff on criminal death investigations; produce an evidence processing backlog; and compound processing error potential. These delays may result in cases that are not solved and suspects that avoid prosecution, putting the public safety of Collin County residents at risk.

The CCEMO employs one full- and one part-time pathologist and four investigators, who work overtime to handle large caseloads. Acquisition of the requested equipment will improve death investigation efficiency; reduce processing times for identification of remains, cause of death, and evidence collection/processing; and result in improved effectiveness for criminal investigators and prosecutors.

Project Activities Information

Law Enforcement Projects

What is your agency's approved budget for law enforcement operations for the current fiscal year?
\$38,067,605

How many commissioned peace officers are funded through your agency's budget?
136

How many additional commissioned peace officers are funded by grant funds?
0

Provide the amount of asset forfeitures awarded to your agency in the most recently completed fiscal year.
\$54,658

Provide the balance of asset forfeitures on hand as of the date of this application.
\$124,380

Describe the proposed use of the forfeiture funds:
Forfeiture funds are not used for the Medical Examiner's Office

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Equipment	100.00	Purchase of evidence preservation/ drying equipment, autopsy lighting, biohazard respirators, and radiography and photo imaging equipment to greatly improve processing and turnaround times for identification of remains, cause of death, and evidence collection/processing during death investigations resulting in improved efficiency and effectiveness for criminal investigators and prosecutors.

Geographic Area:

Collin, Fannin, and Grayson Counties

Target Audience:

All residents

Gender:

Male and Female

Ages:

All ages

Special Characteristics:

Death investigation services

Measures Information

Progress Reporting Requirements

All programs will be required to report the output and outcome measures for this program to Texas A&M University, Public Policy Research Institute (PPRI).

OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
Number of staff with access to equipment purchased with grant funds.	0	8
Number of units purchased.	0	13

OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
Number of agencies that benefitted from equipment purchases.	0	15

Certification and Assurances

Each applicant must click on this link to review the standard [Certification and Assurances](#).

Resolution from Governing Body

Applications from local units of governments and other political subdivisions must include a [resolution](#) that contains the following:

1. Authorization by your governing body for the submission of the application to CJD that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update CJD should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to CJD.

Upon approval from your agency's governing body, upload the [approved](#) resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

Contract Compliance

Will CJD grant funds be used to support any contracts for professional services?

- Yes
 No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project. Enter a description for monitoring contract compliance:

N/A

Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to

influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Note: Pursuant to Texas Government Code §556.005, a political subdivision or private entity that receives state funds may not use the funds to pay a person required to register as a lobbyist or for lobbying expenses. A political subdivision or private entity that violates this provision is not eligible to receive additional state funds.

- Yes
- No
- N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

- Yes
- No
- N/A

Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:
10/1/2013
Enter the End Date [mm/dd/yyyy]:
9/30/2014

Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (\$) of Federal Grant Funds:
\$3,911,101
Enter the amount (\$) of State Grant Funds:
\$7,792,521

Single Audit

Has the applicant agency expended federal grant funding of \$500,000 or more, or state grant funding of \$500,000 or more during the most recently completed fiscal year?

- Yes
- No

Note: Applicants who expend less than \$500,000 in federal grant funding or less than \$500,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. However, CJD may require a limited scope audit as defined in OMB Circular A-133.

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor (in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133).

Enter the date of your last annual single audit:
3/31/2012

Equal Employment Opportunity Plan (EEOP)

Type I Entity: Defined as an applicant that meets one or more of the following criteria:

- the applicant has less than 50 employees;
- the applicant is a non-profit organization;
- the applicant is a medical institution;
- the applicant is an Indian tribe;
- the applicant is an educational institution, or
- the applicant is receiving a single award of less than \$25,000.

Requirements for a Type I Entity:

- The applicant is not required to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42.302; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Type II Entity: Defined as an applicant that meets the following criteria:

- the applicant has 50 or more employees, and
- the applicant is receiving a single award of \$25,000 or more, but less than \$500,000.

Requirements for a Type II Entity: Federal law requires a Type II Entity to formulate an EEOP and keep it on file.

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, et seq., subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP is available for review by the public and employees or for review or audit by officials of CJD, CJD’s designee, or the Office of Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the EEOP is required to be on file in the office of (enter the name and address where the EEOP is filed below):

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:

Cynthia Jacobson, 2300 Bloomdale Rd Suite 4117, McKinney, TX 75071

Type III Entity: Defined as an applicant that is NOT a Type I or Type II Entity. Requirements for a Type III Entity: Federal law requires a Type III Entity to formulate an EEOP and submit it for approval to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

- The EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP has been submitted to the Office of Civil Rights (OCR), Office of Justice Programs, U.S. Department of Justice and has been approved by the OCR, or it will be submitted to the OCR for approval upon award of the grant, as required by relevant laws and regulations; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:

- Type I Entity
- Type II Entity
- Type III Entity

Debarment

Each applicant agency will certify that it and its principals:

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

I Certify

Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

Enter the debarment justification:

FFATA Certification

Certification of Recipient Highly Compensated Officers – The Federal Funding Accountability and Transparency Act (FFATA) requires Prime Recipients (CJD) to report the names and total compensation of each of the five most highly compensated officers (a.k.a. positions) of each sub recipient organization for the most recently completed fiscal year preceding the year in which the grant is awarded if the subrecipient answers **YES** to the **FIRST** statement but **NO** to the **SECOND** statement listed below.

In the sub recipient's preceding completed fiscal year, did the sub recipient receive: (1) 80 percent or more of its annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; AND (2) \$25,000,000 or more in annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements?

Yes

No

Does the public have access to information about the compensation of the senior executives through periodic reports filed under Section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or Section 6104 of the Internal Revenue Code of 1986?

Yes

No

If you answered **YES** to the **FIRST** statement and **NO** to the **SECOND** statement, please provide the name and total compensation amount of each of the five most highly compensated officers (a.k.a. positions) within your agency for the current calendar year. If you answered NO to the first statement you are NOT required to provide the name and compensation amounts. NOTE: "Total compensation" means the complete pay package of each of the sub recipient's compensated officers, including all forms of money, benefits, services, and in-kind payments (see SEC Regulations: 17 CCR 229.402).

Budget Details Information

Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/ %
Equipment	Laboratory Equipment and Accessories	Digital Computed Radiography (CR) device and Picture Archival Communications System (PACS) compatible with existing CCMEO analog radiograph machine and semi-annual maintenance. CR reader should process minimum of 25 plates per hour, 450GB storage, and have a small footprint. Image station should allow image adjustments, annotations, measurements, inputs and outputs, be customizable for basic to advanced users, and have DVD backup tool for disaster recovery. CCMEO pathologists will use the system to digitally generate, store, and archive radiographs to make positive identifications, diagnose trauma and locate projectiles and/or iatrogenic items, and observe congenital anomalies.	\$28,170.00	\$0.00	\$0.00	\$0.00	\$28,170.00	1
Equipment	Laboratory Equipment and Accessories	Mobile forensic evidence drying cabinet, 30" wide x 73" high, heavy duty casters, and filters located at base of cabinet to lower center of gravity for easy mobility through standard doorways. Airflow from top to bottom will bring in clean air from above the unit and exhaust filtered air near bottom of unit. Cabinet will be used by CCMEO investigators to reduce the amount of drying time for evidence in support of local law enforcement and the Collin County District Attorney's Office during homicide investigations.	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	1
Equipment	Laboratory Equipment and Accessories	Single ceiling-mounted surgical/autopsy light with 360° rotation around the vertical axis of the arm-and-mounting-system, Y-shaped design to minimize shadows, and equipped with three 35-watt halogen bulbs to produce 90,000 Lux for a diameter of 1 meter. With a color-rendering index (CRI) of 96 and color temperature of 3700 Kelvin, the light will enhance the pathologists' vision and reduce eye strain and fatigue by providing clear, crisp, natural light during daily autopsies.	\$4,775.00	\$0.00	\$0.00	\$0.00	\$4,775.00	1

Equipment	Photographic Equipment and Accessories (Valued \$1,000 or over)	Digital SLR camera bodies with 18-55mm VR lens and basic accessory kit, including camera bag for transport and storage, UV protection filter, lens cleaning kit, LCD screen protector, and 8GB SDHC memory card. Cameras should be compatible with existing CCMEO cameras and include high-resolution 14.2MP DX sensor, 3" LCD, autofocus, built-in pop-up flash, and 420-pixel RGB sensor scene recognition system to automatically optimize exposure, autofocus and white balance, and automatic image sensor cleaning. These cameras and lenses will be used by the pathologists on a daily basis for autopsy photos.	\$1,800.00	\$0.00	\$0.00	\$0.00	\$1,800.00	2
Equipment	Photographic Equipment and Accessories (Valued \$1,000 or over)	Zoom lens compatible with existing DX-format dSLR CCMEO cameras. Features should include wide angle to telephoto focal range (18-200mm), superior quality ED (extra-low dispersion) elements for sharpness and color correction without distortion at wide apertures, and VR (vibration reduction) image stabilization to enable shooting up to 4 shutter speeds slower (sharper images). Specifications: 76° to 8° angle of view, 20" minimum focus distance, image stabilization, and autofocus. Zoom lenses will be used by CCMEO investigators to clearly document the death scene.	\$1,900.00	\$0.00	\$0.00	\$0.00	\$1,900.00	2
Supplies and Direct Operating Expenses	Printer, Fax, Scanner and/or Camera (Valued Under \$1,000)	External flash compatible with existing CCMEO cameras. Features should include ability to cover 17 – 200 mm lenses, automatically detect DX/FX camera format and adjust accordingly, and tilt -7° to 90° and horizontally 180° for maneuverability. Specifications: GN 111.5 feet, angle of coverage = 104° to 12°, 2.3 second recycle time. External flash will be used by CCMEO investigators in low-light situations to clearly document the death scene. Quantity = 2.	\$950.00	\$0.00	\$0.00	\$0.00	\$950.00	0
Supplies and Direct Operating Expenses	Project Supplies	Disposable plastic covers for CR reader phosphor plates/cassettes, 100/box. Quantity = 4.	\$240.00	\$0.00	\$0.00	\$0.00	\$240.00	0
Supplies and Direct Operating Expenses	Project Supplies	Filters for evidence drying cabinet. Carbon filter x1, HEPA filter x1, and pack of 5 intake and 5 main pre-filters.	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	0

Supplies and Direct Operating Expenses	Project Supplies	Replacement bulbs (rated for 1400 hour life) for autopsy light, 3 pack.	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	0
Supplies and Direct Operating Expenses	Project Supplies	Full-face respirator with silicone face seal, scratch-resistant polycarbonate lens for improved visibility and impact protection, DIN port adapter, and center adapter to direct exhaled breath and moisture downward. Respirator should come in multiple sizes for better fit and be NIOSH approved with replacement parts available for maintenance. These masks will be used by CCMEO investigators and morgue transport personnel to safely enter death scenes by providing respiratory protection against particulates such as bloodborne pathogens, organic and chemical vapors, and pepper spray/tear gas. Quantity = 8.	\$1,080.00	\$0.00	\$0.00	\$0.00	\$1,080.00	0
Supplies and Direct Operating Expenses	Project Supplies	DIN threaded cartridges with the capability to provide respiratory protection (99.97% effective at .3µm) from bloodborne pathogens, certain organic and chemical vapors, and pepper spray/tear gas will be used in tandem with full-face masks by investigators and morgue transport personnel entering death scenes. Quantity = 8 cases (4 pack/cs).	\$1,720.00	\$0.00	\$0.00	\$0.00	\$1,720.00	0

Budget Summary Information by Budget Category:

CATEGORY	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Equipment	\$41,645.00	\$0.00	\$0.00	\$0.00	\$41,645.00
Supplies and Direct Operating Expenses	\$4,940.00	\$0.00	\$0.00	\$0.00	\$4,940.00

Budget Grand Total Information:

CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$46,585.00	\$0.00	\$0.00	\$0.00	\$46,585.00

FY14 JUSTICE ASSISTANCE GRANT (JAG) EQUIPMENT-ONLY PROJECTS Addendum

Submission Instructions: email to cjapplications@nctcog.org by February 28, 2013
To download addendum: http://www.nctcog.org/cs/cj/forms/registration_JAG.asp

Agency Name: Collin County Medical Examiner's Office
Application title: Radiological and Photographic Imaging Equipment
Application #: 2680301

1. **LOCAL PRIORITIES (Up to 5 points):** Describe how the project supports drug and human trafficking initiatives; supports a disruption of adult gangs; promotes technology for the electronic discovery for defense counsel; supports regional information-sharing systems for law enforcement; supports the conversion of crime data from UCR to the NIBRS format; enhances patrols along and near the Texas-Mexico border, or promotes cost effective programs that complement the criminal justice system.

If project will fund criminal intelligence sharing databases, describe how your agency will comply with 28 CFR Part 23.

This project promotes cost effective programs that complement the criminal justice system. The Collin County Medical Examiner's Office (CCMEO) is requesting several equipment items which would greatly improve processing and turnaround times for identification of remains, cause of death, and evidence collection/processing during death investigations resulting in improved efficiency and effectiveness for criminal investigators and prosecutors.

2. **NEEDS STATEMENT (up to 30 points):**

2a. Describe the need of your agency as it relates to this equipment request.

The CCMEO needs several equipment items to perform essential tasks associated with death investigation including evidence preservation and drying equipment, autopsy lighting, full-face respirators, and radiography and photo-imaging equipment. The current equipment is outdated, insufficient, non-existent, or broken. The CCMEO employs one full- and one part-time pathologist and four investigators, who work overtime to handle large caseloads. The equipment will increase efficiency, improve processing times for investigations and court cases, and allow the CCMEO to handle additional cases.

2b. Describe how the absence of this equipment negatively impacts your community.

The current equipment is outdated, insufficient, non-existent, or broken; each of which increases processing time and delays investigations, court cases, and identification of remains or cause of death. These delays limit the number of investigations and bodies which can be examined in a timely manner, increase workloads, and compound the chance for processing errors. The equipment requested will improve death investigation efficiency and effectiveness, permitting pathologists and investigators to reduce turnaround times for each case. The current equipment / processes lead to increased man hours by law enforcement officials, prosecutors, and CCMEO staff on criminal death investigations and produce an evidence processing backlog. These delays may result in cases that are not solved and suspects that avoid prosecution, putting the public safety of Collin County residents at risk.

2c. To support the significance of the problem please provide local data relevant to the target area.

NOTE: All data must be cited and verifiable. Only use state and/or national data when comparing/contrasting with local data.

Collin County ranks as one of the top growth areas in the state and the nation with a 65.2% population increase since 2000. Death investigation and related services are provided to a county population of over 800,000, and contract services are provided for neighboring counties (Fannin and Grayson) as well as numerous law enforcement agencies.

This growth in population has resulted in an increased case load for the CCMEO, with a corresponding increase in processing time. From 2009 to 2012, the number of deaths investigated by the CCMEO increased by 34% from 2335 to 3139 investigations, with the total number of bodies examined increasing from 439 to 512 cases (17%). Additionally, annual overtime has more than doubled during that period.

Sources

Collin County. Medical Examiner Office reports. 2009 – 2012.

3. PROJECT DESCRIPTION (up to 50 points):

3a. Describe how this equipment will be used. Include quantity to be purchased.

Digital Radiologic Imaging Equipment, quantity = 1 each

Existing equipment provides analog radiographs (X-rays) of decedents taken in cases involving gunshots, projectiles, or sharp trauma; deaths involving infants and children; traumatic or suspicious deaths; and unidentified remains. When a radiograph is taken, the radiograph machine is warmed up for approx. 1.5 hours before the exposure is made. The film is manually processed by exposing it to several different chemical solutions for controlled periods of time. In 2012, the CCMEO took 250 radiographs and used 60 gallons of fixer and developer chemicals. At times, multiple exposures were made to achieve optimal quality.

Acquisition of a digital Computed Radiography (CR) device and Picture Archival Communications System (PACS) will allow the CCMEO to quickly generate and digitally store and archive radiographs; eliminate the need to meet in person for film viewing and consultation; and expedite positive identification of remains through digital comparison of pre-death X-rays to postmortem radiographs. Additionally, the elimination of radiographic film and chemicals will benefit the environment, reduce exposure to employees, and substantially decrease maintenance time.

Digital radiograph equipment will streamline workflow, improve information sharing and dissemination, accelerate location of projectiles and detection of trauma, and reduce routine maintenance time allowing staff to spend more time on other aspects of death investigation.

Photographic Imaging Equipment, quantity = dSLR camera body and lens x2; external flash x2; wide angle to telephoto zoom lens x2

Photographs are taken by investigators at death scenes and by pathologists during the postmortem examinations. An investigator can be called to a death scene at any hour and in any number of circumstances including motor vehicle fatalities, drug overdoses, industrial accidents, firearm related deaths, structure fires, and any variety of unexplained deaths. It is vital the investigator has high-quality photo imaging equipment to clearly document the scene, allowing the pathologist to understand circumstances that may be difficult to describe in a typed investigation report. Additionally, pathologists take autopsy photographs to demonstrate trauma, natural disease, congenital anomalies, etc. to law enforcement and family members. In 2012, over 11,000 digital images were taken. Any of these photographs can potentially be used as evidence in a court of law.

Forensic Evidence Drying Cabinet, quantity = 1

Currently, CCMEO investigators lay evidence out on butcher paper in a well-ventilated room during business hours to allow for drying at ambient temperature. After hours, the evidence must be moved to smaller, secured areas. The process is repeated the next day and is time consuming, necessitating that law enforcement wait, sometimes for several days, for drying to complete prior to evidence retrieval for further analyses by outside laboratories or agencies. With a drying cabinet, evidence will be hung vertically with hangers and placed on shelves within the cabinet, keeping the evidence secure and handled less, ensuring its integrity, reducing cross-contamination, and drying within a fraction of the time. Law

enforcement and the District Attorney's Office would be more quickly served if this office possessed a drying cabinet.

Autopsy Light and 3-pack Replacement Bulbs, quantity = 1

The CCMEO autopsy suite contains a single surgical light that has been non-functioning for several years. Currently, the pathologists use ambient office lighting to conduct autopsies. As a pathologist can only document what they can clearly see, the acquisition of improved lighting will greatly benefit the pathologists by providing clear, crisp, natural light during autopsies, enhance the pathologists' vision and reduce eye strain and fatigue assisting with accurate diagnosis.

Full-Face Respirators and Cartridge Filters, quantity = 8

CCMEO investigators are on-call 24 hours a day, 365 days per year and are expected to respond to death scenes in a variety of conditions. In 2012, CCMEO investigators responded to 173 death scenes. Investigators are commonly exposed to bloodborne pathogens, pepper spray/tear gas, carbon monoxide, and/ or other irritants and often enter death scenes knowing little about the decedent's medical history. Investigators are expected to take photographs, interview witnesses, collect evidence, and move human remains in a multitude of adverse conditions. Respirators will allow investigators and morgue transport personnel to safely enter a death scene and carry out the investigation more quickly with less irritation and danger to the investigator.

3b. What does the equipment do?

Digital Radiologic Imaging Equipment

Computed Radiography (CR) uses an imaging plate that is run through a special laser scanner to read and digitize x-ray images instead of exposed film developed in darkroom chemical tanks. CR can present an image within seconds of exposure which can be digitally stored and archived using PACS and transmitted instantly for off-site review.

Photographic Imaging Equipment

Equipment purchased will include two dSLR cameras for postmortem examinations, wide angle to telephoto lenses to ensure sharp pictures without changing lenses, and external flashes for low-light situations during scene investigations.

Forensic Evidence Drying Cabinet

Drying cabinets maintain the integrity and credibility of evidence, by protecting bloodstained or wet evidence from pathogens and cross-contamination, preventing loss of trace evidence, eliminating residual staff DNA, and ensuring evidence security. Additionally, they protect personnel from biohazards while providing fast, effective drying for wet evidence.

Autopsy Light

An autopsy light provides a bright working area; advanced maneuverability through rotation around vertical axes; accurate color temperature accenting tissue color; and an even, shadow-free light field during postmortem examinations.

Full-Face Respirators and Cartridge Filters

Full-face respirators equipped with filter cartridges capable of providing 99.97% effective respiratory protection against particulates .3µm such as bloodborne pathogens, organic and chemical vapors, and pepper spray/tear gas.

3c. Who will use it?

Digital Radiologic Imaging Equipment

- Full- and part-time pathologists

Photographic Imaging Equipment

- The pathologists will use the two new dSLR camera bodies and lenses for autopsy photography, replacing the current point & shoot camera.

- The investigators will use the two current dSLR cameras and will supplement with the compatible wide-angle to telephoto lenses (x2) and external flashes (x2) to ensure high-quality scene photography.

Forensic Evidence Drying Cabinet

- All CCMEO staff

Autopsy Light and 3-pack Replacement Bulbs

- Full- and part-time pathologists

Full-Face Respirators and Cartridge Filters

- Investigators and morgue transport personnel

3d. How often do you believe the equipment will be used?

The **Digital Radiologic Imaging Equipment**, **Photographic Imaging Equipment**, and the **Autopsy Light** will be used daily for postmortem examinations. **Full-Face Respirators** will be used weekly to enter death scenes. **The Forensic Evidence Drying Cabinet** will be used approximately biweekly during homicide (15-20/year) investigations.

3e. What training, if any, will be needed to use this equipment?

Use and maintenance instruction will be provided by the equipment vendor for the **Digital Radiologic Imaging Equipment** and **Forensic Evidence Drying Cabinet**. No training is required for the **Photographic Imaging Equipment**, **Autopsy Light**, or **Full-Face Respirators**.

3f. Describe agency's plan to maintain equipment during and after grant period.

Cleaning and maintenance of all equipment purchased will be conducted by CCMEO staff. Departmental funds will be used to purchase replacement parts (e.g., light bulbs, filters, cartridges, etc.) and for any ongoing maintenance costs.

ADDENDUM CANNOT EXCEED 4 PAGES BEFORE YOU INSERT THE BUDGET

4. BUDGET: INSERT EGRANTS BUDGET HERE. Do not provide additional narrative other than what is included in eGrants budget table. Once the budget is complete in eGrants, click on "printer friendly" link at top right. A new window will open with budget information. Select, copy, and paste the entire budget table here. The budget in this addendum must be identical to the one you placed in eGrants.

4a. All budget line items must have sufficient detail to justify the item to be included in the project. Budget line items should be relevant and reasonable to carrying out the project. (Up to 10 points)

4b. The budget must be consistent with proposed activities. (Up to 5 points)

CATEGORY	SUB CATEGORY	DESCRIPTION	CJD	CASH MAT CH	IN-KIND MAT CH	GPI	TOTAL	UNIT/%
Equipment	Laboratory Equipment and Accessories	Digital Computed Radiography (CR) device and Picture Archival Communications System (PACS) compatible with existing CCME0 analog radiograph machine and semi-annual maintenance. CR reader should process minimum of 25 plates per hour, 450GB storage, and have a small footprint. Image station should allow image adjustments, annotations, measurements, inputs and outputs, be customizable for basic to advanced users, and have DVD backup tool for disaster recovery. CCME0 pathologists will use the system to digitally generate, store, and archive radiographs to make positive identifications, diagnose trauma and locate projectiles and/or iatrogenic items, and observe congenital anomalies.	\$28,170.00	\$0.00	\$0.00	\$0.00	\$28,170.00	1
Equipment	Laboratory Equipment and Accessories	Mobile forensic evidence drying cabinet, 30" wide x 73" high, heavy duty casters, and filters located at base of cabinet to lower center of gravity for easy mobility through standard doorways. Airflow from top to bottom will bring in clean air from above the unit and exhaust filtered air near bottom of unit. Cabinet will be used by CCME0 investigators to reduce the amount of drying time for evidence in support of local law enforcement and the Collin County District Attorney's Office during homicide investigations.	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	1
Equipment	Laboratory Equipment and Accessories	Single ceiling-mounted surgical/autopsy light with 360° rotation around the vertical axis of the arm-and-mounting-system, Y-shaped design to minimize shadows, and equipped with three 35-watt halogen bulbs to produce 90,000 Lux for a diameter of 1 meter. With a color-rendering index (CRI) of 96 and color temperature of 3700 Kelvin, the light will enhance the pathologists' vision and reduce eye strain and fatigue by providing clear, crisp, natural light during daily autopsies.	\$4,775.00	\$0.00	\$0.00	\$0.00	\$4,775.00	1
Equipment	Photographic Equipment and Accessories (Valued \$1,000 or over)	Digital SLR camera bodies with 18-55mm VR lens and basic accessory kit, including camera bag for transport and storage, UV protection filter, lens cleaning kit, LCD screen protector, and 8GB SDHC memory card. Cameras should be compatible with existing CCME0 cameras and include high-resolution 14.2MP DX sensor, 3" LCD, autofocus, built-in pop-up flash, and 420-pixel RGB sensor scene recognition system to automatically optimize exposure, autofocus and white balance, and automatic image sensor cleaning. These cameras and lenses will be used by	\$1,800.00	\$0.00	\$0.00	\$0.00	\$1,800.00	2

		the pathologists on a daily basis for autopsy photos.							
Equipment	Photographic Equipment and Accessories (Valued \$1,000 or over)	Zoom lens compatible with existing DX-format dSLR CCMEO cameras. Features should include wide angle to telephoto focal range (18-200mm), superior quality ED (extra-low dispersion) elements for sharpness and color correction without distortion at wide apertures, and VR (vibration reduction) image stabilization to enable shooting up to 4 shutter speeds slower (sharper images). Specifications: 76° to 8° angle of view, 20" minimum focus distance, image stabilization, and autofocus. Zoom lenses will be used by CCMEO investigators to clearly document the death scene.	\$1,900.00	\$0.00	\$0.00	\$0.00	\$1,900.00	2	
Supplies and Direct Operating Expenses	Printer, Fax, Scanner and/or Camera (Valued Under \$1,000)	External flash compatible with existing CCMEO cameras. Features should include ability to cover 17 – 200 mm lenses, automatically detect DX/FX camera format and adjust accordingly, and tilt -7° to 90° and horizontally 180° for maneuverability. Specifications: GN 111.5 feet, angle of coverage = 104° to 12°, 2.3 second recycle time. External flash will be used by CCMEO investigators in low-light situations to clearly document the death scene. Quantity = 2.	\$950.00	\$0.00	\$0.00	\$0.00	\$950.00	0	
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	Disposable plastic covers for CR reader phosphor plates/cassettes, 100/box. Quantity = 4.	\$240.00	\$0.00	\$0.00	\$0.00	\$240.00	0	
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	Filters for evidence drying cabinet. Carbon filter x1, HEPA filter x1, and pack of 5 intake and 5 main pre-filters.	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	0	
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	Replacement bulbs (rated for 1400 hour life) for autopsy light, 3 pack.	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	0	
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	Full-face respirator with silicone face seal, scratch-resistant polycarbonate lens for improved visibility and impact protection, DIN port adapter, and center adapter to direct exhaled breath and moisture downward. Respirator should come in multiple sizes for better fit and be NIOSH approved with replacement parts available for maintenance. These masks will be used by CCMEO investigators and morgue	\$1,080.00	\$0.00	\$0.00	\$0.00	\$1,080.00	0	

		transport personnel to safely enter death scenes by providing respiratory protection against particulates such as bloodborne pathogens, organic and chemical vapors, and pepper spray/tear gas. Quantity = 8.							
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	DIN threaded cartridges with the capability to provide respiratory protection (99.97% effective at .3µm) from bloodborne pathogens, certain organic and chemical vapors, and pepper spray/tear gas will be used in tandem with full-face masks by investigators and morgue transport personnel entering death scenes. Quantity = 8 cases (4 pack/cs).	\$1,720.00	\$0.00	\$0.00	\$0.00	\$1,720.00	0	

WHEREAS, The Collin County Commissioners Court finds it in the best interest of the citizen of Collin County, that the Medical Examiner equipment project be operated for fiscal year 2014; and

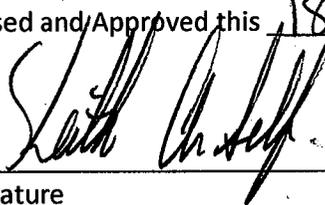
WHEREAS, Collin County Commissioners Court agrees to provide applicable matching funds for the said project as required by the FY 14 Edward Byrne Memorial Justice Assistance Grant (JAG) Program grant application; and

WHEREAS, Collin County Commissioners Court agrees that in the event of loss or misuse of the Criminal Justice Division funds, Collin County Commissioners Court assures that the funds will be returned to the Criminal Justice Division in full.

WHEREAS, Collin County Commissioners Court designates the County Judge as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that Collin County Commissioners Court approves the submission of the grant application for the Medical Examiner equipment project to the Office of the Governor, Criminal Justice Division.

Passed and Approved this 18th (Day) of February (Month), 2013 (Year).



Signature

Keith Self, County Judge

Printed Name and Title

2300 Bloomdale Road
Suite 4192

Address

McKinney, TX 75071

City, State, Zip Code

(972) 548-4631

Telephone

Request for Applications – Justice Assistance Grant Programs

The Criminal Justice Division (CJD) of the Governor's Office is soliciting applications for projects that reduce crime and improve the criminal justice system during the state fiscal year 2014 grant cycle.

Purpose: The purpose of this solicitation is to reduce crime and improve the criminal justice system.

Available Funding: Federal funds are authorized under the Edward Byrne Memorial Justice Assistance Grant Program (JAG), 42 U.S.C. 3751(a). JAG funds are made available through a Congressional appropriation to the United States Department of Justice. All awards are subject to the availability of appropriated federal funds and any modifications or additional requirements that may be imposed by law.

Funding Levels:

Minimum: \$10,000

Maximum: None

Match Requirement: None

Standards: 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.

Prohibitions: Grant funds may not be used to support the following services, activities, and costs:

- 1) supplanting or use of grant funds to replace any other existing federal, state or local funds;
- 2) inherently religious activities such as prayer, worship, religious instruction, or proselytization;
- 3) lobbying;
- 4) any portion of the salary of, or any other compensation for, an elected or appointed government official;
- 5) non-law enforcement vehicles or equipment for government agencies that are for general agency use;
- 6) weapons, ammunition, explosives or military vehicles;
- 7) admission fees or tickets to any amusement park, recreational activity or sporting event;
- 8) promotional gifts;
- 9) food, meals, beverages, or other refreshments;
- 10) membership dues for individuals;
- 11) fundraising;
- 12) construction, renovation or remodeling;
- 13) medical services;
- 14) transportation, lodging, per diem or any related costs for participants, when grant funds are used to develop and conduct training; and
- 15) legal services for adult offenders.

Eligible Applicants:

- 1) State agencies;
- 2) Units of local government;
- 3) Independent school districts;
- 4) Native American tribes;
- 5) Public universities;
- 6) Public colleges; and
- 7) Community supervision and corrections departments.

Request for Applications – Justice Assistance Grant Programs

Eligibility Requirements:

- 1) Projects must focus on reducing crime and improving the criminal justice system;
- 2) Eligible applicants must provide law enforcement, corrections, or judicial services;
- 3) In order for an applicant to be eligible, the county (or counties) in which the applicant is located must have a 90% average on both adult and juvenile criminal history dispositions to the Texas Department of Public Safety for calendar years 2007 through 2011. This requirement must be met by August 1, 2013;
- 4) 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 three previous years;
- 5) Eligible 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>); and
- 6) Eligible applicants must be registered in the federal System for Award Management (SAM) database located at <https://www.sam.gov/portal/public/SAM/> and maintain an active registration throughout the grant period.

Project Period: Grant-funded projects must begin on or after September 1, 2013, and expire on or before August 31, 2014. Grant-funded equipment only projects are generally awarded for a six month grant period.

Application Process: Applicants must access CJD's grant management website at <https://eGrants.governor.state.tx.us> to register and apply for funding.

Preferences: Preference will be given to projects that support one or more of the following areas:

- 1) Enhanced patrols along and near the Texas-Mexico border;
- 2) Drug and human trafficking;
- 3) Disruption of adult gangs;
- 4) Technology that promotes electronic discovery for defense counsel;
- 5) Regional information sharing systems for law enforcement;
- 6) Conversion of crime data from the Uniform Crime Report (UCR) format to the National Incident Based Reporting System (NIBRS) format; and
- 7) Cost effective programs that compliment the criminal justice system.

Closing Date for Receipt of Applications: All applications must be certified via CJD's grant management website on or before February 28, 2013.

Selection Process:

- 1) For eligible local and regional projects:
 - a) Applications will be forwarded by CJD to the appropriate regional council of governments (COG).
 - b) The COG's criminal justice advisory committee will prioritize all eligible applications based on state priorities, identified community priorities, cost and program effectiveness.
 - c) CJD will accept priority listings that are approved by the COG's executive committee.
 - d) CJD will make all final funding decisions based on eligibility, COG priorities, reasonableness, availability of funding, and cost-effectiveness.
- 2) For state discretionary projects, applications will be reviewed by CJD staff members or a review group selected by the executive director. CJD will make all final funding decisions based on eligibility, reasonableness, availability of funding, and cost-effectiveness.

Request for Applications – Justice Assistance Grant Programs

Contact Information: If additional information is needed, contact the eGrants help desk at eGrants@governor.state.tx.us or (512) 463-1919.