



Office of the Governor

Criminal Justice Division

Funding Announcement:

***Emergency and Long-Term Residential
Services for Child Sex Trafficking Victims***

December 18, 2017

Opportunity Snapshot

Below is a high-level overview. Full information is in the funding announcement that follows.

Purpose

The purpose of this program is to build emergency and long-term residential care capacity in the State of Texas for victims of commercial sexual exploitation of children (CSEC).

Eligible Purpose Areas

Projects must fall under the General Victim Services purpose area. Projects under this funding announcement must be one of two types: emergency residential services or long-term residential services.

Organizational Eligibility

Applications may be submitted by state agencies, non-profit organizations (including faith-based organizations) or local governments operating relevant agencies. The grantee agency must 1) be currently licensed by the State of Texas to care for youth victims; or 2) have substantial positive operational experience providing residential services for trafficked youth and successful outcomes outside of Texas; or 3) have a written working agreement or contract to develop this program with an agency that is licensed in Texas which includes an agreement to operate under the oversight of a currently licensed agency.

Project Periods

First-year projects may not exceed a 24-month period.

Budget

The minimum budget under this program is \$10,000 and there is no maximum funding request.

Match

Grantees must provide matching funds equal to 20% of the total project cost. The match requirement can be met through cash or in-kind contributions.

Process

Applications under this funding announcement must be submitted in eGrants at eGrants.gov.texas.gov

Timelines

Action	Date
Online System Opening Date	12/18/2017
Final Date to Submit an Application	02/20/2018 at 5:00PM CST
Earliest Project Start Date	06/01/2018
Latest Project Start Date	10/01/2018

Contact Information

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

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Emergency & Long-Term Residential Services for Child Sex Trafficking Victims

Overview of Application Process

Applicants should carefully review the application process as outlined below. The Criminal Justice Division (CJD) will not consider applications that fail to adequately address the application requirements and prompts.

□ **Step 1 – Review eligibility and requirements:**

- The [Eligibility](#) section outlines who may apply, which purpose areas will be considered, and the expenses and activities eligible to be included.
- The [Program-Specific Details](#) section has information on timelines, reporting, and funding.
- The [Standard CJD Requirements](#) section addresses application and project requirements.

□ **Step 2 – Develop your project:** Before starting your application, applicants should develop a concrete understanding of their project and read CJD’s *Developing a Good Project Narrative* at <http://gov.texas.gov/cjd/resources>, which details how to explain:

- **What the project will accomplish:** What problem will the project solve? Who is the targeted population to serve and/or prosecute? What does success look like and how do you measure it?
- **How the project will help:** What specifically will you do? What standards or evidence says it’s an effective approach? What capabilities are needed to succeed?
- **What is required for success:** What resources (including funding) does the project require?

□ **Step 3 - Apply in eGrants:** Compile and submit your grant application via eGrants, at <http://eGrants.gov.texas.gov>. For more instructions and information, see *How to Apply for a CJD Grant*, available at <http://gov.texas.gov/cjd/resources>.

□ **Step 4 - Funding Decisions and Grant Acceptance:** Await the funding decision, which is provided through a grant award or other notice from CJD. If you receive an award, complete the acceptance process to access funds.

Application Resources

CJD has published several resources to assist applicants in understanding and applying for funding, all of which can be found at <http://gov.texas.gov/cjd/resources>

- *Developing a Good Project Narrative:* Guidance on how to formulate an effective project, and how to communicate it clearly in the application’s narrative prompts.
- *How to Apply for a CJD Grant:* Instructions on how to file an application in eGrants.
- *Guide to Grants:* CJD policies and guidance on common grant issues.

- *Grantee Conditions and Responsibilities*: A compendium of CJD and Homeland Security Grants Division policies for all grantees.
- *Standard Certifications and Requirements*: CJD's standard requirements that the Authorized Official must certify upon applying for a grant.
- *CJD Activities and Measures*: A reference for applicants on the activities allowed for different project types and the measures associated with each.

Background and Purpose

The Child Sex Trafficking Team (CSTT) is a part of the Criminal Justice Division in the Office of the Governor. CSTT leads public and private partners in developing and implementing comprehensive strategies to combat the commercial sexual exploitation of children. Our approach is based on best and promising practices from around the country, and is child-centered, trauma-informed, collaborative, and continuously improving. Our mission is to:

- Protect children by building public awareness of and youth resilience to child exploitation and by curbing demand for child sex trafficking;
- Recognize child sex trafficking by raising public awareness to help identify child sex trafficking in all its forms;
- Recover victims and provide them the immediate and long-term services and supports they need to heal, thrive and become survivors; and
- Bring justice for survivors by holding traffickers, buyers, and those who profit from trafficking accountable.

This grant program seeks to build upon the existing specialized foster care programs and other CSEC victim services funded through CSTT by investing in emergency and long-term residential services for CSEC.

Eligibility

Eligible Organizations

Applications may be submitted by state agencies, non-profit organizations (including faith-based organizations) or local governments operating relevant agencies. The grantee agency must 1) be currently licensed by the State of Texas to care for youth victims; or 2) have substantial positive operational experience providing emergency placement for trafficked youth and successful outcomes outside of Texas; or 3) have a written working agreement or contract to develop this program with an agency that is licensed in Texas which includes an agreement to operate under the oversight of a currently licensed agency.

Eligible Activities and Costs

The following list of eligible and ineligible activities and costs apply generally to all projects under this announcement. Applications must also contain target measures corresponding to selected activities that demonstrate the scope of the project. These targets will be one measure of project success and

grantees will be required to report periodic progress towards them. For a list of the measures and activities for this funding announcement, see *CJD Grant Activities and Measures*, available at <http://gov.texas.gov/cjd/resources>:

Eligible:

1. Casework, non-licensed counseling, individual advocacy, or other support (including peer support groups, crisis services, system advocacy, accompaniment, emotional support, multi-disciplinary teams and case coordination, etc.);
2. Counseling, therapy, or other care performed by a licensed (or certified) professional (including forensic interviews of victims not performed by law enforcement officers or prosecutors);
3. Emergency shelter or transportation;
4. Equipment and technology (including vehicle purchases – see Special Requirements for Vehicle Purchases on Page 8);
5. Program evaluation and assessment; and
6. Training, professional development, or technical assistance – received from others or performed in-house.

Ineligible:

1. Counseling or treatment for substance abuse (activities with a primary purpose – general counseling that includes a component addressing substance abuse is eligible);
2. Remodeling and construction;
3. Instruction and support for academic programs (projects with a primary focus);
4. Instruction and support for employment or workforce programs (projects with a primary focus);
5. Instruction and support for life, social, or emotional skills (projects with a primary focus);
6. Prosecutions or investigations (does not include forensic services explicitly allowed by this announcement under “counseling, therapy, or other care performed by a licensed professional);
7. Victim-offender meetings that serve to replace (or as a part of) criminal justice proceedings;
8. Services to incarcerated individuals;
9. Medical training;
10. Medical services other than forensic medical examinations and prophylaxis;
11. Forensic medical evidence collection;
12. Cash payments to victims, gift cards, or fuel vouchers;
13. Creation of a voucher program where victims are directly given vouchers for such services as housing or counseling;

14. Transportation, lodging, per diem or any related costs for third-party participants to attend a training, when grant funds are used to develop and conduct training;
15. Leasing of vehicles;
16. Research and studies, except for project evaluations under 28 CFR § 94.121(j);
17. Activities that may compromise victim safety; and
18. Any other prohibition imposed by federal, state, or local law or regulation.

Eligible Purpose Areas

All projects funded under this announcement fall under the General Victim Services Purpose Area.

Applicants must also designate their project type within eGrants. If an applicant wishes to apply for funding for both types, they must submit a separate application for each:

- **Emergency Residential Services:** Specialized programs, including but not limited to emergency youth shelters, general residential operations, residential treatment centers, medical settings, or foster care programs that provide 24/7/365 trauma-responsive emergency residential services and meet victims' immediate needs including crisis counseling, case management, and individualized care.
- **Long-Term Residential Services:** Specialized therapeutic programs, including general residential operations, residential treatment centers, and foster care programs that provide trauma-responsive residential services and meet victims' ongoing needs including treatment, case management, individualized care, services to the child's family when appropriate, and aftercare services to the victim when possible.

Each project type also has associated requirements that apply during the application process and/or grant project. See [Program-Specific Requirements](#) for more information.

Program-Specific Details

Timeline

Action	Date
Funding Announcement Release	12/11/2017
Online System Opening Date	12/18/2017
Final Date to Submit an Application	02/20/2017 at 5:00PM CST
Earliest Project Start Date	06/01/2018
Latest Project Start Date	10/01/2018

Funding and Reporting Details

Category	Detail
Funds Available	Up to \$12 million
Budget Minimum	\$10,000
Budget Maximum	None
Match Requirement	20% of total project cost ²
Project Period	- Continuation projects: 24 months - First-year projects: 12 months - Projects receiving a 24-month award in 2017 are not eligible for continuation funding, but current grantees may apply for new and substantially dissimilar projects.
Funding Source	Federal: Authorized under the Victims of Crime Act of 1984 (VOCA) as amended, 42 U.S.C. 10601.
Financial Reporting	At least quarterly, submitted via Financial Status Reports in eGrants
Financing method	Reimbursement-for-costs basis
Progress Reporting	- Quarterly, submitted via the Public Policy Research Institute at Texas A&M University at http://cjd.tamu.edu - Additional reports on individuals services required ²

- 1) Total project cost is the aggregate of OOG grant funds, cash match, and in-kind match. Go to the Guide to Grants, available at <http://gov.texas.gov/cjd/resources> for more information.
- 2) See “Additional Reporting Requirements” under the Program-Specific Requirements section below.

Program-Specific Requirements

In addition to the special requirements for specific purpose areas detailed above, all projects under this funding announcement must meet these requirements:

Additional Reporting Requirements:

Grantees will be required to obtain authorization from all participants to disclose anonymized information (stripped of all personally identifying information) relevant to the provision of services. Authorization forms and guidance will be provided by CJD. Grantees must report this data in a format prescribed by CJD for the purpose of program evaluation.

Budgeting Requirement:

Applicants are strongly cautioned to only apply for the amount of funding they can responsibly expend in the grant period. CJD will be tracking expenditure rates throughout the life of the grants and may take action to avoid large de-obligations at the end of grant periods.

Commencement of Full Delivery of Services:

CJD recognizes that projects funded under this announcement may be new or represent substantial expansions for grantee organizations. CJD generally expects grantees to begin the full delivery of services required under this announcement within 90 days of the project start date, but will work with

grantees on a case-by-case basis to extend that timeline if needed. All grantees should expect to commence the full delivery of services within six months of the project start date.

Demonstrated Capabilities or Funding:

Applicants must have a demonstrated record of providing effective victim services. In rare cases where services are critically needed, CJD may award funds to entities that have not yet demonstrated a record of providing services, if they can demonstrate that (1) 25 percent of their financial support comes from non-federal sources (to demonstrate financial stability); and (2) the entity is already operational at the time of application.

Applicants must submit adequate information in the “Capacity & Capabilities” section of the eGrants application to determine which of these conditions they are applying under.

Project Evaluation:

Grantees are required to fully participate in a third-party evaluation funded by CJD, and in quality improvement reviews performed by CJD program staff. Grantees must make good-faith efforts to follow recommendations by the evaluator and CJD staff – including recommended project modifications – as a condition of ongoing funding and for consideration for continuation funding after the project period.

Required Program Parameters:

All projects funded under this announcement must meet the following requirements, depending on the project type:

- **Emergency Residential Services:** Once commencing full delivery of services, funded programs must provide emergency placement 24 hours a day, 7 days a week, and 365 days a year and safety planning, community and relationship building opportunities, and re-engagement after runaway episodes or other disruptions in placement. Programs must identify strategies to promote victim’s safety and may be staff secure. Strategies employed in counseling activities, in behavioral interventions and in the placement milieu should maintain fidelity to recognized, promising practices or evidence-based programs. Proposals should identify how staff will be recruited, trained, supported and retained for this challenging population under the “Project Approach & Activities” section of the eGrants application.
- **Long-Term Residential Services:** Case management and wraparound facilitation must include therapeutic respite and 24-hour clinical and behavioral crisis services for the youth and foster families or staff. Strategies employed in counseling activities, behavioral interventions and the milieu should maintain fidelity to recognized, promising practices or evidence-based programs. Proposals should identify how foster parents and/or staff will be recruited, trained, supported and retained for this challenging population in the “Project Approach & Activities” section of the application. Projects must identify protocols that support the re-engagement of the youth after their withdrawal from therapeutic relationships, a runaway episode or other disruption in service.

Special Requirements for Vehicle Purchases:

Vehicles must be for the purpose of transporting victims to receive various services. Applicants must explain where prompted on the Narrative tab of their eGrants application how the vehicles will be utilized and how that strengthens their delivery of victim services.

Victim Services Assessment Survey:

All recipients of funding under this announcement may be required to participate in a victim services assessment during their grant period, as directed by CJD.

Special Application Procedures

Project Narrative

Applicants under this funding announcement should follow the guidance in the CJD document, *How to Apply for a CJD Grant*, available at <http://gov.texas.gov/cjd/resources> **and include the following additional information** in the corresponding sections of the Project Narrative on the Narrative tab of the eGrants application:

Project Approach & Activities: Applicants should upload a pdf document on the “Upload.Files” tab of the eGrants application that addresses the prompts in *How to Apply for a CJD Grant* and the following:

1. A description of the strategy to engage youth in trauma-informed safety plans regarding runaways and other relapse behaviors and a protocol and commitment to re-engage youth in services upon return from runaway or after other disruption in services.
2. A current organizational chart and proposed organizational chart, if funded.
3. Information on how treatment programming and staffing will be designed to encourage engagement in relationship building and other therapeutic activities for the child, to prevent elopement and to re-engage after a runaway episode or other disruption in service.
4. Proposed staffing levels, shifts, job descriptions with educational and salary requirements.
5. Process and time frames for start-up, including hiring and training staff.
6. Plans and/or signed agreements for provision of educational services.
7. Plans for family or fictive kin participation in the assessment and treatment planning process.
8. Description of partnerships with community resources for services and upload written agreements reflecting such partnerships.
9. Describe discharge criteria and processes including the position carrying final decision-making authority.
10. The psycho-educational curriculums and models for clinical, behavioral and milieu care including, but not limited to, recognized trauma-informed models and evidence-based programs or promising practices. Describe existing experience or certifications related to the application of those curriculums or therapeutic models. Explain how fidelity to models will be maintained.

11. Examples of innovative programming, milieu culture, staff training or facility layout and the recognized trauma-informed models (e.g. TBRI, Restorative Justice, Motivational Interviewing) that these represent. These examples should illustrate applicant's insight into special needs of CSEC victims, resulting in practices which may be seen as a departure from current child welfare protocols.
12. If included in the project model, describe the engagement of survivor leaders in the oversight, management and/or delivery of services.
13. Plans for the provision of therapeutic support during crisis episodes including, but not limited to, wraparound clinical and behavioral services and respite for youth and foster families where applicable.
14. An overview of the intake screening and assessment process that illustrates: a) survivor's fit and appropriateness for placement into the program, b) identification by role, of the persons responsible for making admission decisions, and c) how survivors will be matched to placements where applicable.
15. To the extent possible, a description of each residential facility including the layout, planned uses of devices such as delayed exit doors, alarms, cameras and/or use of staff positioning and engagement with youth to prevent elopement.
16. If planning a staff secure environment, the number of clinicians, supervisors, and direct child care staff necessary to deliver clinical care and, as applicable, to maintain a staff secure environment at all times.
17. If planning a congregate care facility, plans that address risk management associated with emergency placement of emotionally traumatized and unstable CSEC youth in congregate care settings including; agreements with law enforcement, contagion between victims easily triggered, and protection from elements outside the facility.
18. The project's logic model (preferred, but not required).

Capacity & Capabilities: Applicants should upload a pdf document on the "Upload.Files" tab of the eGrants application that addresses the prompts in *How to Apply for a CJD Grant* and the following:

1. Describe any cooperative working agreements or contracts connected to the grant application that enhance capacity and capabilities.
2. Describe identical or similar services currently delivered by the applicant or partners in the project. Identify similarities and differences between the targeted populations served.
3. Describe collaborative relationship(s), and length of time associated, with any local anti-trafficking taskforces or coalitions.
4. Identify current agency memberships in all local, state or national child welfare, juvenile justice, mental health or trafficking coalitions or alliance organizations and the applicant's staff active in those organizations.
5. Delineate services for which accreditation has been achieved by the applicant organization. Identify the accrediting body and accreditation term.

6. Identify professional licenses and certifications held by employees to contribute to service planning tools (e.g. CANS or CANS-CSE), provide therapeutic services to survivors and/or provide training and support to foster parents or staff.

Data Management: Please identify if you have a computerized case management system that you are going to use to collect individual case information on the persons participating in your project and what that system is. Indicate the name of the client information system that captures aggregate data regarding clients served and/or services delivered, if that is different from the case management system.

Performance Management: Describe any continuous quality improvement and internal evaluation processes that will be applied.

Target Group: Additionally, explain whether victims will be accepted regardless of whether they are in the child protection or juvenile justice systems, or under the guardianship of parents or conservatorship of other caregivers. Describe how service planning and delivery will differ for each type of youth. (Proposed projects must plan to serve CSEC and those CSEC youth 18 and up who are in extended foster care with the Department of Family and Protective Services.)

Required Uploads

Applicants must upload these documents to the “Upload.Files” tab of the eGrants application:

- All applicants must upload a license to care for youth victims or attach a written working agreement or contract to develop this program with a licensed agency and operate under the oversight of a currently licensed agency. If the latter applies, attach that agency’s license.

Standard CJD Requirements

When accepting an award under this funding announcement, the grantee agrees to comply with a variety of state and federal laws and regulations, including requirements related to Uniform Crime Reports, criminal history reporting, and immigration and customs enforcement requests (as applicable). For more information see the following documents, available at <http://gov.texas.gov/cjd/resources>.

- *Standard Certifications and Requirements*
- *Grantee Conditions and Responsibilities*
- *Guide to Grants*

Selection Process

Application Screening: CJD will screen all applications to ensure that they meet the requirements included in the funding announcement. Applications that meet those requirements will move forward to the merit review phase.

Merit Review: All projects will be reviewed by a panel appointed by the CJD executive director in an effort to prioritize funding. The merit review panel will assess and score each application on a 100-point scale, and then report its findings to the executive director. Scores will be based on standard criteria. For more information, see *How to Apply for a CJD Grant*, available at <http://gov.texas.gov/cjd/resources>.

Final Decisions: The executive director will consider merit review rankings along with other factors and make all final funding decisions. Other factors may include fit with CJD's and CSTT's overall plan for a network of regional continua of survivor care, avoidance of redundant or duplicative services or creation of competing providers, extent of the history of the organization and its proven track record, appropriateness of the mission of the applicant organization to the proposed project, capabilities and experience of the applicant, cost effectiveness, funds availability, fit with CJD or state government priorities and strategies, legislative directives, need, geographic distribution, balance of focuses and approaches, or other relevant factors.

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

Announcements

After CJD makes final funding decisions, each applicant will receive either an unfunded notice or a preliminary decision notification or final grant award. Release of final grant awards for federally funded programs are always contingent on CJD's receipt of the federal grant award for that program and CJD cannot release or guarantee funding to any applicant until it has received and accepted the federal award and a determination is made that adequate funding is available.

About CJD

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

CJD will make over \$275 million in funding available to hundreds of organizations during state fiscal year 2018 for juvenile justice, delinquency prevention, victims services, law enforcement, prosecution, courts, specialty courts, prevention of child sex trafficking, and other types of projects to benefit Texans.