



Office of the Governor

Criminal Justice Division

Funding Announcement:

Truancy Prevention and Intervention Program

December 1, 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 improve truancy prevention and intervention services by local governmental entities.

Eligible Purpose Areas

Projects must fall under the Criminal and Delinquent Behavior Prevention purpose area.

Organizational Eligibility

Applications may be submitted by units of local government, independent school districts, justice courts, municipal courts, constitutional county courts, or other local governmental entities authorized to employ juvenile case managers for truancy prevention and intervention purposes under Texas statutes Art. 45.056, Code of Criminal Procedure and Sec. 65.004, Family Code, or Sec. 25.0915, Education Code. Priority for grant awards shall be given to justice, municipal, and constitutional county courts that are authorized under Sec. 65.004, Texas Family Code, to exercise jurisdiction over cases involving allegations of truant conduct, that are requesting funds to establish a new juvenile case manager in a jurisdiction that does not already have a juvenile case manager.

Project Periods

Projects may not exceed a 12-month period.

Budget

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

Match

There is no match requirement.

Process

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

Timelines

Action	Date
Funding Announcement Release	12/01/2017
Online System Opening Date	12/18/2017
Final Date to Submit an Application	02/20/2018 at 5:00PM CST
Earliest Project Start Date	05/01/2018
Latest Project Start Date	09/01/2018

Contact Information

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

Table of Contents

Opportunity Snapshot	1
Overview of Application Process	3
Application Resources.....	3
Eligibility	4
Eligible Organizations.....	4
Eligible Activities and Costs.....	4
Eligible Purpose Areas.....	5
Program-Specific Details	5
Timeline	5
Funding and Reporting Details.....	6
Standard CJD Requirements	6
Selection Process	6
Announcements.....	7
About CJD	8

Truancy Prevention and Intervention Program

Overview of Application Process

Applicants should carefully review the application process as outlined below. CJD will not consider applications that fail to adequately address the application requirements and prompts, including those that have been previously approved for funding and/or are recommended for funding by local Criminal Justice Advisory Committees.

☐ **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 Grant Activities and Measures:** A reference for applicants on the activities allowed for different project types and the measures associated with each.

Eligibility

Eligible Organizations

Applications may be submitted by units of local government, independent school districts, justice courts, municipal courts, constitutional county courts, or other local governmental entities authorized to employ juvenile case managers for truancy prevention and intervention purposes under Texas statutes Art. 45.056, Code of Criminal Procedure and Sec. 65.004, Family Code, or Sec. 25.0915, Education Code.

Eligible Activities and Costs

The following list of eligible and ineligible activities and costs apply generally to all projects under this announcement. For definitions, see *CJD Grant Activities and Measures* (available at <http://gov.texas.gov/cjd/resources>).

Eligible:

Funds may be used to hire juvenile case managers to provide truancy prevention and intervention services. Priority for grant awards shall be given to justice, municipal, and constitutional county courts that are authorized under Sec. 65.004, Texas Family Code, to exercise jurisdiction over cases involving allegations of truant conduct, that are requesting funds to establish a new juvenile case manager in a jurisdiction that does not already have a juvenile case manager. Juvenile case managers providing truancy prevention and intervention services under Sec. 25.0915, Texas Education Code, are also eligible.

Specifically, funds may only be used on the following costs:

1. Pay salaries and benefits to juvenile case managers;
2. Training for juvenile case managers;
3. Purchase supplies used by juvenile case managers in the execution of their duties pertaining to truancy prevention and intervention services.

Eligible activities in the eGrants system are:

1. Casework, non-licensed counseling, individual advocacy, or other support;
2. Program evaluation and assessment; and
3. Training, professional development, or technical assistance received (for staff or volunteers within the grantee organization);

Ineligible:

Projects funded under this announcement may not be used to support the unallowable services, activities, and costs listed in the *Guide to Grants* (available at <http://gov.texas.gov/cjd/resources>) and:

1. Counseling or treatment for substance abuse;
2. Counseling, therapy, or other care performed by a licensed professional;
3. Emergency shelter or housing;
4. Equipment and technology;
5. General law enforcement or public safety;
6. Instruction and support for academic programs;
7. Instruction and support for employment or the workforce;
8. Instruction and support for life, social, or emotional skills;
9. Legal assistance;
10. Materials or curriculum development;
11. Remodeling and construction;
12. Research or statistical activities;
13. Training, professional development, or technical assistance provided (to others outside the grantee organization);
14. Any costs not directly related to the administration of truancy prevention and intervention services by juvenile case managers;
15. Program expenses for services not provided by juvenile case managers; and
16. Any other prohibition imposed by federal, state or local law or regulation.

Eligible Purpose Areas

Projects must be classified in the Criminal and Delinquent Behavior purpose area of the Prevention or Intervention category.

Program-Specific Details

Timeline

Action	Date
Funding Announcement Release	12/01/2017
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Funding and Reporting Details

Category	Detail
Funds Available	Up to \$8 million ¹
Budget Minimum	\$10,000
Budget Maximum	None
Match Requirement	No match required
Project Period	May <i>not</i> exceed 12 months
Program Income Method	Deduction (if applicable)
Funding Source	State: Authorized under Sec. 102.015, Texas Code of Criminal Procedure. Funds appropriated by the Texas Legislature in the General Appropriations act.
Financial Reporting	At least quarterly, submitted via Financial Status Reports in eGrants
Financing Method	Reimbursement-for-costs basis
Progress Reporting	Semi-annually, submitted via the Public Policy Research Institute at Texas A&M University at http://cjd.tamu.edu ²

- 1) Awards are funded through fees collected by local governments. All awards are subject to the availability of funds and any modifications or additional requirements that may be imposed by law.
- 2) CJD may require additional reporting through a condition of funding, as needed.

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. 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: 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 that are detailed in *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 cost effectiveness, overall funds availability, CJD or state government priorities and strategies, legislative directives, need, geographic distribution, balance of focuses and approaches, or other relevant factors.

CJD Funding Announcement: Truancy Prevention and Intervention Program

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.