

Byrne/Justice Assistance Grant ("JAG") Application and OGMS Information



DCJS

Virginia Department of Criminal Justice Services

What to Expect:

- Overview of Funding Opportunities
- Application Requirements
- Application Restrictions
- Completing an application in the Online Grants Management System (OGMS)
- Application Instructions
- Technical Assistance

Byrne/JAG Grant (6 month) – Law Enforcement Equipment

- Competitive solicitation
- Applications must not be for less than \$10,000 and must not exceed \$75,000.
- Focused Funding areas:
 - Law Enforcement Equipment
- Eligibility- open to all local and public campus law enforcement agencies
- Grants will be awarded on a competitive basis for a 6 month grant period from July 1, 2025 to December 31, 2025.
- All grant activities, e.g. purchases, need to occur during the grant period.
- Cash Match requirement of 25%

Byrne/JAG Grant Funding and Restrictions:

The funds **can be** used for projects, including but not limited to:

- Purchase Equipment;
- Purchase Computer Software and Communications Technology;
- Other activities and services not prohibited in the section below.

The funds **may not be** used for:

- Weapons, ammunition and related equipment normally and routinely provided by the locality;
- Standard clothing and uniforms normally and routinely provided by the locality;
- Construction or renovation;
- Land acquisition;
- Lobbying and political contributions
- Honoraria and bonuses;
- Personal entertainment such as tickets to sporting events;
- Personal calls;
- Alcohol or refreshments breaks or meals at training events, meetings or conferences; and/or
- Vehicles.

Match Requirement

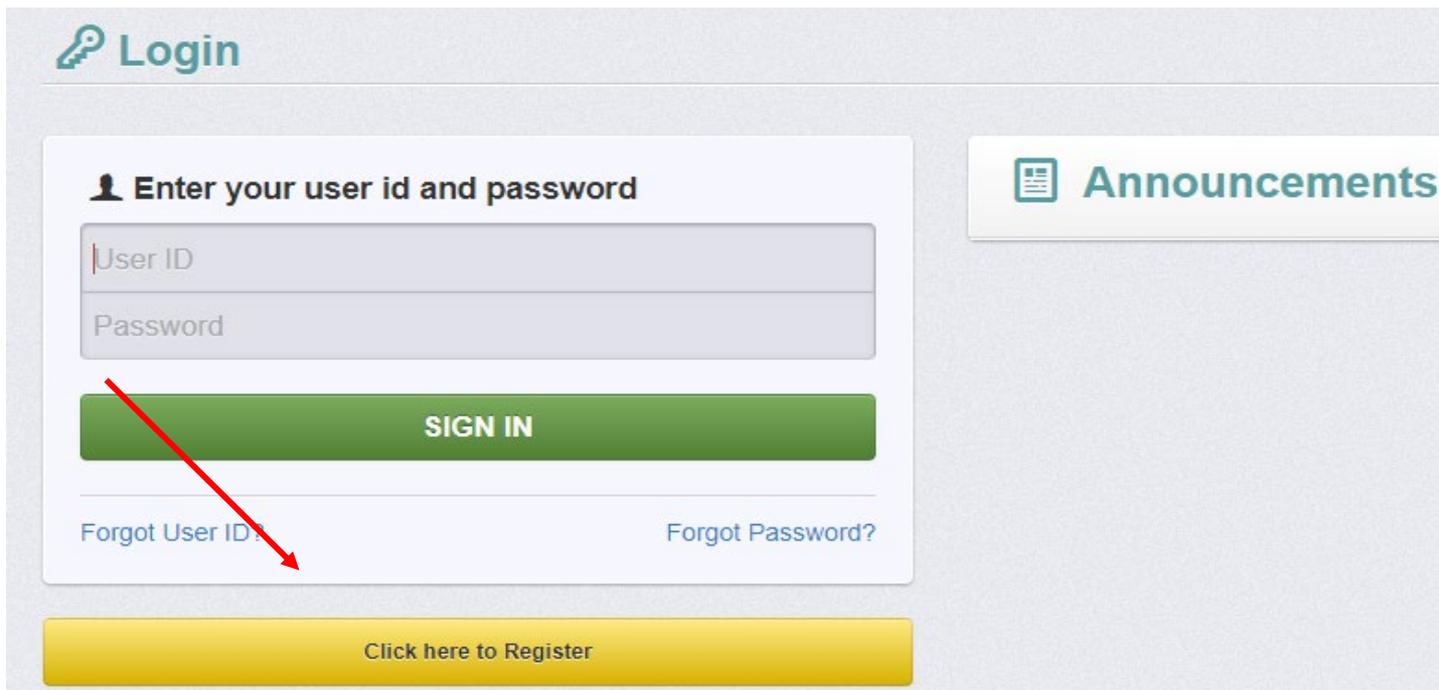
- Byrne/JAG grant programs **require a 25% match**
- May use cash to meet the requirement
 - Cash= locality's own funds allocated for the project
- Must be reported on claim
- Federal funds can be used to fund no more than 75% of the cost of a proposed project. The remaining 25% of the project costs must be paid by the grant recipient with cash or contributions from local sources. For example, if a project's budget totals \$20,000, federal funds may be used to pay \$15,000 of that amount; the grant recipient must provide the remaining \$5,000 in cash from local funding sources

How to Begin the Application Process

- Every user that manages a DCJS grant will need to register for an account.
- This includes those within your locality that are responsible for submitting a grant application, uploading progress reports, entering financial reports, and requesting funds.
- Project Directors, Project Administrators, and Finance Officers should register.
- If you are already a registered OGMS user, you will see the funding opportunity available and can submit an application.

Register as a New User

- URL: ogms.dcjs.virginia.gov
- Click on “Click here to Register”



The screenshot shows a web interface for user authentication. At the top left, there is a 'Login' section with a key icon. Below this, a form prompts the user to 'Enter your user id and password'. The form contains two input fields: 'User ID' and 'Password'. A green 'SIGN IN' button is positioned below the input fields. To the right of the sign-in form is an 'Announcements' section with a document icon. At the bottom of the form, there are two links: 'Forgot User ID?' and 'Forgot Password?'. A red arrow points to the 'Forgot User ID?' link. Below the entire form area is a yellow button labeled 'Click here to Register'.

Register as a New User

- All required fields are shown with a **Red Asterisk ***
- Program Area of Interest will be **Byrne/JAG**
- Your Unique Entity Identifier (UEI) would be your 9 digit DUNS number.

The screenshot shows a registration form with two main sections: Personal Contact Information and Organization Information. Red arrows point to specific required fields in both sections.

Personal Contact Information

- Name*:** Salutation, First Name, Middle, Last Name, Suffix. A red arrow points to the Last Name field.
- Title*:** Title
- Email*:** Email
- Address*:** Address 1, Address 2, Address 3
- City*:** City, State/Province (Virginia), Postal Code/Zip, Zip +4
- Phone*:** Phone, Ext.
- Fax*:** Fax

Organization Information

- What Program are you most interested in? This information is used in order to process your registration purposes only and does not restrict your ability to apply for other programs.
Program Area of Interest*: [Dropdown menu]
- Copy Personal Information to Organization?: Yes No
- Are you Affiliated with an Organization?: Yes No
- Federal ID Number*:** Federal ID Number
- Organization Name*:** Name
- Organization Type*:** [Dropdown menu]. A red arrow points to this field.
- Unique Entity Identifier (UEI)*:** UEI
- Organization Website*:** URL (For example: http://www.dcs.virginia.gov)
- Address*:** Address
- City*:** City, State/Province (Virginia), Postal Code/Zip, Zip +4
- Phone*:** Phone, Ext.

Register as a New User

You will receive a confirmation of your registration with the message that an alert notification has been sent to your email address.

Thank you for registering.

A confirmation notice has been sent to your email address.

After your registration is approved, you will receive an email notification with a link to log into WebGrants - Dulles Technology using your confirmed credentials.

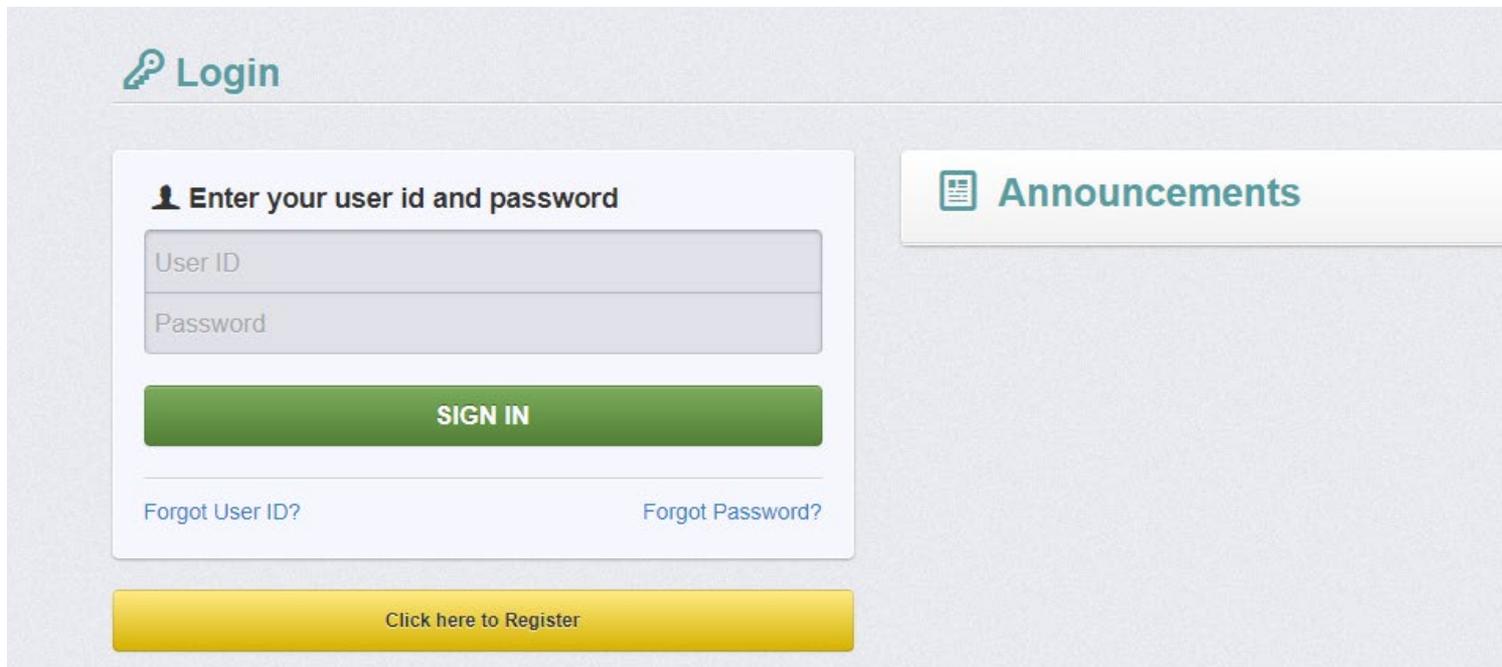
You may now return to the [log in screen](#).

Register as a New User

- You will receive an email alert notifying you that your registration is under review.
- After your registration is approved, you will receive two separate email notifications with your assigned User ID and temporary password.
- Alerts and Emails will be sent from VAgrantsDCJS@webgrantsmail.com
- Each email provides the URL for logging into OGMS.
- Once both emails are received you may log into DCJS OGMS.

Login and Announcements

- You will be able to view open funding opportunities and notifications under Announcements.
- Sign in by entering your User ID and password.



The screenshot displays a web interface with a light gray background. At the top left, there is a 'Login' section with a key icon. Below it is a white box containing a user ID and password form. The form has two input fields: 'User ID' and 'Password'. Below the fields is a green 'SIGN IN' button. Underneath the button are two links: 'Forgot User ID?' and 'Forgot Password?'. At the bottom of the form is a yellow button that says 'Click here to Register'. To the right of the login form is a white box with a document icon and the text 'Announcements'.

Finding a Funding Opportunity

Byrne/ Justice Assistance Grant Program 2024- LE Equipment Byrne/Justice Assistance Grant Program 2024- Public Safety Based-Programs

Opportunity ID	Status	Agency	Program	Title	Start Date	End Date	Post Date
525876	Posted	Virginia Department of Criminal Justice Services	Byrne Justice Assistance Grant	FY24 - Byrne/Justice Assistance Grant Program 2024- LE Equipment	Jan 30, 2024	Not Applicable	Mar 13, 2024 5:00 PM
525887	Posted	Virginia Department of Criminal Justice Services	Byrne Justice Assistance Grant	Byrne/Justice Assistance Grant Program 2024- Public Safety Based-Programs	Jan 30, 2024	Not Applicable	Mar 13, 2024 5:00 PM
522456	Posted	Virginia Department of Criminal Justice Services	Local L.E. Block Grant	Local Law Enforcement (LOLE) Grant Program- FFY 23	Jan 18, 2024	Not Applicable	Feb 28, 2024 5:00 PM
521288	Posted	Virginia Department of Criminal Justice Services	School Resource Officers	FY25 - School Resource Officer Grants - SRO	Jan 19, 2024	Not Applicable	Feb 29, 2024 5:02 PM
521289	Posted	Virginia Department of Criminal Justice Services	School Resource Officers	FY25 - School Security Officer Grants - SSO	Jan 19, 2024	Not Applicable	Feb 29, 2024 5:02 PM
521290	Posted	Virginia Department of Criminal Justice Services	School Resource Officers	FY25 - School Safety Personnel or Programming Only Grants	Jan 19, 2024	Not Applicable	Feb 29, 2024 5:02 PM
509577	Posted	Virginia Department of Criminal Justice Services	Victims Services Grant Program	Victims Services Grant Program (Competitive) SFY 2025	Dec 18, 2023	Not Applicable	Mar 1, 2024 12:00 PM
3	Test	Virginia Department of Criminal Justice Services	Addiction Recovery Grant Program	Addiction Recovery Grant Program		Not Applicable	Not Applicable
3467	Test	Virginia Department of	American Rescue Plan Act	American Rescue Plan Act, Sexual and Domestic Violence		Not Applicable	Apr 1, 2024 5:00

New Application

- The Funding Opportunity will include Current Applications, listing any previously created applications for this opportunity.
- The Status will tell you if the application listed has been submitted or is still in the editing phase.

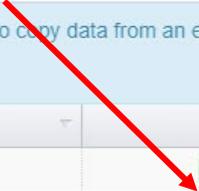
 **Funding Opportunities**
List of all current funding opportunities

[← Back](#) [Print](#) [? Online Help](#) [Log Out](#)

☰ Current Applications

Any previously created applications, for this opportunity, appear below. To start a new application for this opportunity, Click the Start New Application button or to copy data from an existing application, click on the Copy Existing Application button.

ID	Application Title	Organization	Status
34	Michelle_5-21-20	Grantee Organization	Submitted
87	DeAndrea_06-18-2020	Grantee Organization	Editing



New Application

- When you click on the appropriate funding opportunity you will be able to see the “Description” which may include:
 - Introduction
 - Focused Funding Areas
 - Eligibility
 - Grant Application Deadline
 - Grant Period
 - Match Requirements
- **Grant Requirements and Instructions: the funding opportunity, in its entirety, will be under the “Attachments” section along with any other documents related to the funding opportunity.**

New Application

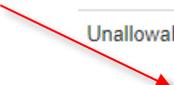
- **Attachments** and **Website Links** will have documents or website addresses that will assist you with completing the application.



Attachments

Attachments

Description	File Name	Type	Size
FAQs	Byrne JAG Grant Application Law Enforcement Equipment FAQs.docx	docx	115 KB
JAG Law Enforcement Equipment Funding Opportunity	2024 Byrne Grant Guidelines 9 month Law Enforcement Equipment- Final Draft.docx	docx	50 KB
Unallowable costs	JAG Unallowable Costs.docx	docx	42 KB



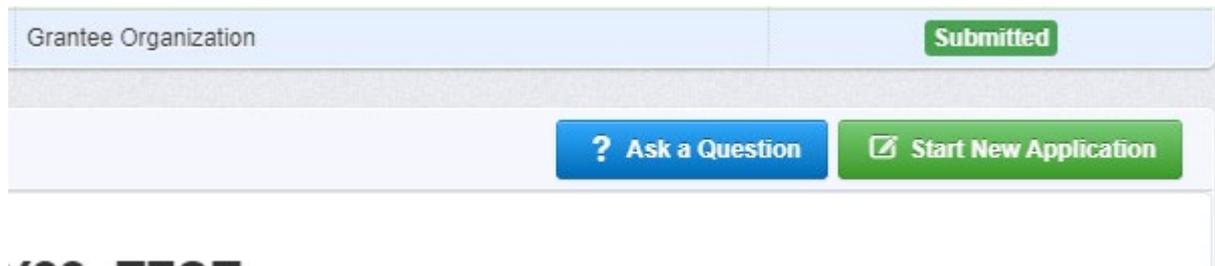
Website Links

Website links

Description	Link
Dept. of Criminal Justice Services	https://www.dcjs.virginia.gov/
OGMS resources	https://www.dcjs.virginia.gov/grants/ogms-training-resources

New Application

- **Ask a Question:** if this appears at top right of the “Funding Opportunity Details,” you are able to ask questions which will show at the bottom of the funding opportunity (FO) for other applicants.
- **Start New Application:** click to create a new application. You must go through the Wizard before it can be saved. Once saved you can go back at anytime to edit.



Application Creation Wizard –

Example Title: JAG LE Equipment PD ABC

Application - General Information

 Save Form Information

The Primary Contact is the individual in your organization who will be designated as the primary person responsible for this application from your organization. This individual will receive automated email notifications when your attention is needed on this application.

Select the organization, if you belong to more than one, for which you will be submitting this application.

Application ID: 526174

Program Area*: Byrne Justice Assistance Grant

Funding Opportunity*: 525876-FY24 - Byrne/Justice Assistance Grant Program 2024- LE Equipment

Application Stage*: Final Application

Application Status*: Editing

Application Title*: JAG LE Equipment DCJS PD

Primary Contact*: VCSCS Test

Organization*: Virginia Department of Criminal Justice Services

Select any additional contacts within your organization that will also manage this grant.

Additional Contacts:

Application Details

Application Preview Attachments Alert History Map

Application Details [Preview Application](#) [Ask a Question](#) [Withdraw](#)

Application cannot be Submitted Currently

- Application components are not complete

Component	Complete?	Last Edited
General Information	✓	Jan 31, 2024 8:05 AM - VCSCS Test
Face Sheet - BJAG	-	-
Project Narrative Form	-	-
Goals and Objectives	-	-
Budget	-	-
Personnel and Employee Fringe Benefits	-	-
Consultants	-	-
Travel	-	-
Subsistence/Other Travel Costs	-	-
Equipment	-	-
Supplies & Other Expenses	-	-
Attachments	-	-
Non-Supplantation	-	-
General Conditions and Assurances	-	-
Lobbying and Disbarment - LE	-	-
Authority Certification	-	-
SAM Registration	-	-

Face Sheet

Face Sheet

Save Form

Select the congressional district(s) that will benefit from the program.

Congressional District(s)*: 1st 2nd 3rd 4th 5th

Choose all that apply.

Best Practice?: Yes No

For JJDP programs only.

Select all jurisdiction(s) served; if appropriate, select "STATEWIDE"

Jurisdiction(s) Served*: ACCOMACK CO ALBEMARLE CO ALEXANDRIA ALLEGHANY CO AMELIA CO

Choose all that apply.

Program Title:

Click [here](#) to see if you are certified.

Certified Crime Prevention Community*: Yes No

Type of Application*:

Check the box(s) that best describes the applicant service area.

Community Setting*:

Face Sheet

Type of Application :

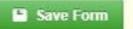
Check the box(s) that best describes the applicant service area.

Community Setting*:

In this space, provide a short description of the project.

Brief Project Overview*:

724 character(s) left

 Save Form

Face Sheet

Project Director Save Form

List the person who will have the day-to-day responsibility for managing the project.

Name: Capt Jane Middle Name Smith Suffix

Title*: Captain ABC Police Department

Address*: 1234 Main Street

Address Line 2

ABC Virginia 23456 1234
City State Zip Code +4

Phone Number*: 804-555-5555

Fax Number:

Email Address*: jane.smith@abc.com

Is the mailing address the same as the physical address?
Mailing Address*: Yes No

Navigation: Home, Refresh, Help, Scroll

Face Sheet

Face Sheet ✓ Mark as Complete ✎ Edit Form

Select the congressional district(s) that will benefit from the program.

Congressional District(s): Choose all that apply.

Best Practice?: For JJDP programs only.

Select all jurisdiction(s) served; if appropriate, select "STATEWIDE"

Jurisdiction(s) Served: Choose all that apply.

Program Title: Town of ABC-SRO

Click [here](#) to see if you are certified.

Certified Crime Prevention Community?:

Type of Application: Continuation of Grant

If Continuation or Revision of a grant.

Grant Number: 21-A1234FR21

If Continuation of a grant,

Performance Statement:

During the 2020/2021 school year, the SRO provide law enforcement interventions to 15 students, 12 of those classes to a total of 80 students.

Check the box(s) that best describes the applicant service area.

Community Setting: Rural

In this space, provide a short description of the project.

Brief Project Overview:

vajustice.webgrantscloud.com says

The following sections contain missing required fields, please enter the missing data before Marking as Complete.

-Face Sheet

OK

Project Narrative

Includes:

- Demonstration of Need
- Project Description
- Service Area Demographics/Target Population
- Sustainment Plan

Project Narrative

If a question does not apply to your application, enter N/A in the box.

Demonstration of Need*:

Describe your agency and unmet need or problem that grant will address. Describe existing resources and services that are available to address identified problem and state why those resources and services are not adequate to address unmet needs.

4755 character(s) left

Project Narrative

- **Demonstration of Need**
 - Describe your agency and the unmet need or problem that the grant will address.
 - Describe existing resources and services that are available to address the identified problem, and state why those resources and services are not adequate to address unmet needs.
- **Project Description**
 - Describe the project design and planned implementation activities.
 - Describe how the project will reach the goals and capabilities of your organization to implement and manage the project.
 - The project description should tie implementation activities to project goals and objectives

Project Narrative (cont.)

- **Services Area Demographic/Target Population**
 - Provide a brief description of the target population to be served by your organization.

- **Sustainment Plan**
 - Describe how the locality will support the grant funded position after grant funding ends.

Goals and Objectives

This form is **REQUIRED** under the JAG grant funding opportunity

3231 - Hate Crimes Grant FY-22 Town of ABC

Status: **Submitted**
Stage: Final Application
Application Due Date: Sep 24, 2021 5:00 PM
Program Area: Hate Crimes Grant Program
Funding Opportunity: 2931-Hate Crimes Grant Program Funding Opportunity - FY2022
Organization: Virginia Department of Criminal Justice Services
Requested Total:

Requested

Save Form

If this is not requested, please indicate that here and then mark this form as complete.

Are Goals and Objectives required by the funding opportunity?*

Yes

No

Save Form

Goals and Objectives

Goals and Objectives Save Row

Each objective must be Specific, Measurable, Achievable, Related to the project goal, and Time-bound (SMART)

Goal Number*:

Goal:
105 character(s) left

Objective:
141 character(s) left

Activities:
183 character(s) left

Month (in which implementation step occurs):

Save Row

Goals and Objectives

Goals and Objectives - Multi-List

✓ Mark as Complete + Add Row

Each objective must be Specific, Measurable, Achievable, Related to the project goal, and Time-bound (SMART)

Goal Number	Goal	Objective	Activities	Month (in which implementation step occurs)
1	Establish, enhance and continue the partnerships with our locality and non profit organization AB to combat and minimize bias motivated incidents	Educate our community on bias motivated incidents with the hope to reduce any hate crime motivated activities	Meet with local community members and citizens on a quarterly basis	November
1		Work with local law enforcement to have their officers work off duty to protect organization based events	Community event slated for March	March

Last Edited By: Nicole Phelps - Jul 16, 2021 11:07 AM

+ Add Row

Budget

To begin, select “Edit Grid.”

App List Genera Face S Projec Goals **Budget** Person Consul Travel Subsis Equipm Suppli Attach Non-Su Genera Lobbyi Author SAM Re

 **Budget** - Current Version

Use the directions in the grant guidelines when completing all OGMS forms.

 **Budget** - Grid [Edit Grid](#)

Budget Categories	Federal	State	Special	Cash Match	In-Kind Match	Total Program
Personnel						
Consultant						
Travel						
Subsistence						
Equipment						
Supplies/Other						
Indirect Cost						

[Edit Grid](#)

 **Match Percentage**

Match Percentage:

Budget (Required MATCH)

Application Due Date: Oct 22, 2021 5:00 PM
 Program Area: Byrne Justice Assistance Grant
 Funding Opportunity: 3334-Byrne/Justice Assistance Grant Program 2022- LE Equipment and Training
 Organization: Virginia Department of Criminal Justice Services
 Requested Total: \$15,000.00

 Budget - Edit

 Save Grid

Budget Categories	Federal	State	Special	Cash Match	In-Kind Match	Total Program
Personnel	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$50000.00"/>	\$5,000.00
Consultant	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	\$0.00
Travel	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	\$0.00
Subsistence	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	\$0.00
Equipment	<input type="text" value="\$15,000.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	\$15,000.00
Supplies/Other	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	\$0.00
Indirect Cost	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

 Save Grid

Budget (Required MATCH)

Budget - Grid ✓ Mark as Complete Edit Grid							
Budget Categories	Federal	State	Special	Cash Match	In-Kind Match	Total Program	
Personnel	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00	
Consultant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Subsistence	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Equipment	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00
Supplies/Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Indirect Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$15,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$20,000.00	

Last Edited By: Nicole Phelps - Sep 8, 2021 4:12 PM Edit Grid

Match Percentage ✓ Mark as Complete	
Match Percentage:	25.0% 

Other Categories in Budget not Requested

Requested

If this is not requested, please indicate that here and then mark this form as complete.

Are Consultant and/or Consultant
Travel being requested?*

Yes

No

Consul

Travel

Subsis

Equipm

Suppli

Attach

Non-Su

Author

✓ Mark as Complete

✎ Edit Form

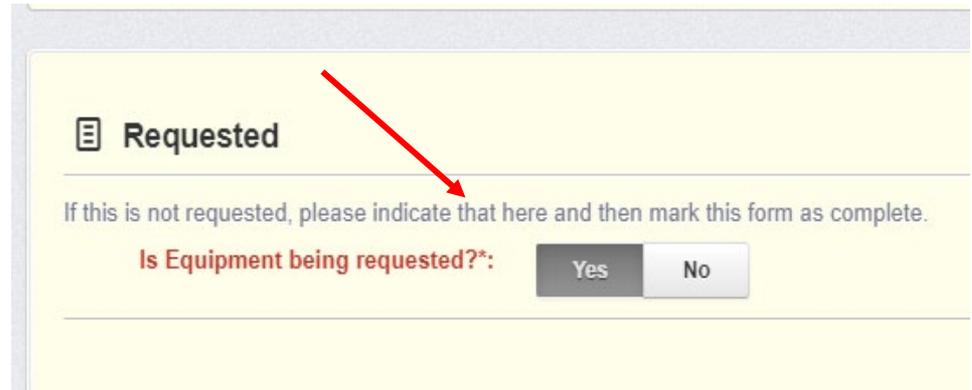
complete.

Last Edited By: Tester External - Oct 29, 2020 9:24 AM

✎ Edit Form

Equipment

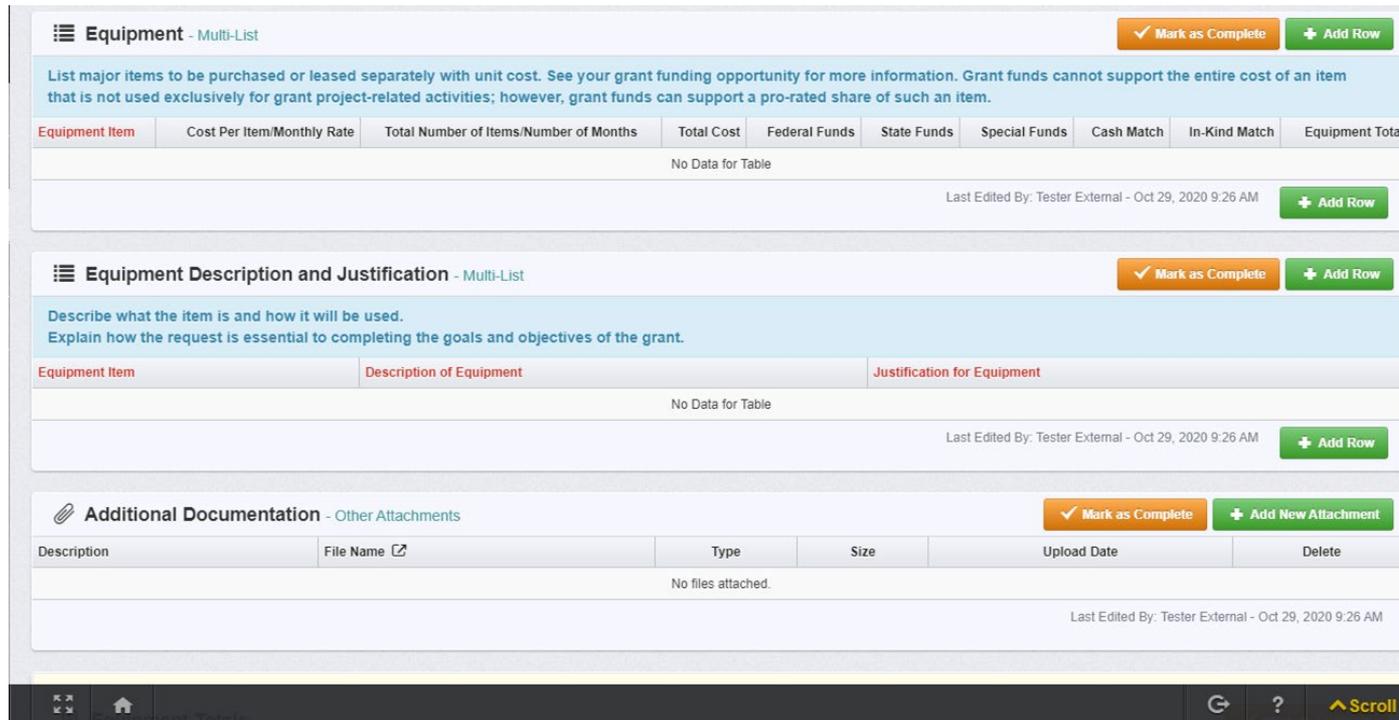
Equipment is defined as a per-unit cost of \$5000 or more. If the cost per item is less than \$5000, it will need to be requested under the Supplies/Other category itemized form



Requested

If this is not requested, please indicate that here and then mark this form as complete.

Is Equipment being requested?*:



Equipment - Multi-List

List major items to be purchased or leased separately with unit cost. See your grant funding opportunity for more information. Grant funds cannot support the entire cost of an item that is not used exclusively for grant project-related activities; however, grant funds can support a pro-rated share of such an item.

Equipment Item	Cost Per Item/Monthly Rate	Total Number of Items/Number of Months	Total Cost	Federal Funds	State Funds	Special Funds	Cash Match	In-Kind Match	Equipment Total
No Data for Table									

Last Edited By: Tester External - Oct 29, 2020 9:26 AM

Equipment Description and Justification - Multi-List

Describe what the item is and how it will be used.
Explain how the request is essential to completing the goals and objectives of the grant.

Equipment Item	Description of Equipment	Justification for Equipment
No Data for Table		

Last Edited By: Tester External - Oct 29, 2020 9:26 AM

Additional Documentation - Other Attachments

Description	File Name	Type	Size	Upload Date	Delete
No files attached.					

Last Edited By: Tester External - Oct 29, 2020 9:26 AM

Equipment

Equipment

Delete Row

Save Row

List major items to be purchased or leased separately with unit cost. See your grant funding opportunity for more information. Grant funds cannot support the entire cost of an item that is not used exclusively for grant project-related activities; however, grant funds can support a pro-rated share of such an item.

Equipment Item*:

Cost Per Item/Monthly Rate:

Total Number of Items/Number of Months:

Total Cost: \$0.00

Equipment Funding

Federal Funds:

State Funds:

Special Funds:

Cash Match:

In-Kind Match:

Equipment Total: \$10,000.00



Equipment

Equipment Description and Justification

Delete Row

Save Row

Describe what the item is and how it will be used.
Explain how the request is essential to completing the goals and objectives of the grant.

Equipment Item*: IT infrastructure

Description of Equipment*: Laptops, mobile hotspots, and printers so employees can work remotely

681 character(s) left

Justification for Equipment*: This equipment will allow staff to telework, which will reduce physical interaction and promote social distancing.

636 character(s) left

Save Row

Equipment

 Additional Documentation - Other Attachments

 Mark as Complete

 Add New Attachment

Description	File Name 	Type	Size	Upload Date	Delete
No files attached.					

Last Edited By: VCSCS Test - Sep 7, 2021 2:22 PM

Equipment Totals

 Mark as Complete

DCJS FUNDS

Federal Funds: \$10,000.00

State Funds: \$0.00

Special Funds: \$0.00

Match Funds

Cash Match: \$0.00

In-Kind Match: \$0.00

Equipment Total

TOTAL: \$10,000.00

Last Edited By: VCSCS Test - Sep 7, 2021 2:22 PM

Equipment

Requested

[Edit Form](#)

If this is not requested, please indicate that here and then mark this form as complete.

Is Equipment being requested?: Yes

Last Edited By: VCSCS Test - Sep 7, 2021 2:24 PM

[Edit Form](#)

Equipment - Multi-List

[Add Row](#)

List major items to be purchased or leased separately with unit cost. See your grant funding opportunity for more information. Grant funds cannot support the entire cost of an item that is not used exclusively for grant project-related activities; however, grant funds can support a pro-rated share of such an item.

Equipment Item	Cost Per Item/Monthly Rate	Total Number of Items/Number of Months	Total Cost	Federal Funds	State Funds	Special Funds	Cash Match	In-Kind Match	Equipment Total
IT infrastructure	\$10,000.00		\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00
			\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00

Last Edited By: VCSCS Test - Sep 7, 2021 2:24 PM

[Add Row](#)

Equipment Description and Justification - Multi-List

[Add Row](#)

Describe what the item is and how it will be used.

Explain how the request is essential to completing the goals and objectives of the grant.

Equipment Item	Description of Equipment	Justification for Equipment
IT infrastructure	Laptops, mobile hotspots, and printers so employees can work remotely	This equipment will allow staff to telework, which will reduce physical interaction and promote social distancing.

Last Edited By: VCSCS Test - Sep 7, 2021 2:24 PM

[Add Row](#)

Attachments

App List Genera Face S Projec Goals Budget Person Consul Travel Subsis Equipm Suppli Non-Su Attach Author

Attachments - Current Version Create New Version View Versions

Attachments Required? Mark as Complete Edit Form

Are additional attachments required by the funding opportunity?: No

Last Edited By: Nicole Phelps - Jul 20, 2021 3:14 PM Edit Form

Attachments - Other Attachments Mark as Complete Add from Doc Repository Add New Attachment

Upload additional documentation required by the grant program. The description should explain the information provided in the file.

Description	File Name	Type	Size	Upload Date	Delete
No files attached.					

Last Edited By: Nicole Phelps - Jul 20, 2021 3:14 PM

Attachments

The screenshot displays the DCJS On-line Grant Management System interface. A modal window titled "Attach File" is open, allowing users to upload a file and provide a description. The modal includes a "Save File" button and a "Cancel" button. The background shows a sidebar with navigation options like "Dashboard", "Funding Opportunities", "Applications", "Grants", and "My Profile". The main content area is titled "Attachments - Current version" and lists attachments with options to "Mark as Complete" and "Edit Form".

DCJS On-line Grant Management System

Attachments - Current version

Tester External
Tester
Tester Role, Site Visitor, Grantee

Dashboard >

Funding Opportunities >

Applications >

Grants >

My Profile >

Attachments Required?

Attach File

Save File Cancel

Upload File*: Select file

Description*:

500 character(s) left

Mark as Complete Edit Form

Mark as Complete Edit Form

Mark as Complete Add New Attachment

Delete

Edited By: Tester External - Oct 29, 2020 9:45 AM

Previous Next

Scroll

Non-Supplantation

Non-Supplantation

Save Form

Applicants under this grant program are required to certify to DCJS, that the funding requested in this application does not supplant or replace, in whole or in part, federal, state, or local funds already supporting current program services.

I certify that the grant funds requested under this grant program will be used to supplement existing funds and will not replace (supplant) funds that have been appropriated for the same purposes.

Certification*:

Yes

No

Project Administrator*:

Joe

Johnson

First Name

Last Name

Town Manager

10/29/2020

Title

Date

Save Form



Scroll

General Conditions and Assurances

- The “General Conditions and Assurances” form is required for all federally funded grant programs.
- Carefully read all of these conditions.

General Conditions and Assurances

Save Form

GENERAL GRANT CONDITIONS AND ASSURANCES

The applicant, for federal funds administered by DCJS, gives assurances and certifies with respect to the grant that it will comply with the following requirements:

1. The applicant assures that fund accounting, auditing, monitoring, and such evaluation procedures as may be necessary to keep such records as the Department of Criminal Justice Services shall prescribe shall be provided to assure fiscal control, proper management, and efficient disbursement of funds received under this grant.
2. **REPORTS:** Each applicant shall submit such reports as the DCJS shall reasonably request. Financial and progress reports shall be submitted to the DCJS on the 12th working day following the close of each quarter unless otherwise informed.
3. **GRANT CLOSEOUT:** The last quarterly report of a project using federal funds must indicate any unpaid obligations, which exist at the expiration of the grant. The applicant has 90 days to liquidate any unpaid obligations and submit a final financial report.
4. **UNUSED FUNDS:** Any funds that have been requested, but unexpended at the end of the grant period will be refunded by check made payable to the Treasurer, Commonwealth of Virginia, and will accompany the final financial report when it is submitted to DCJS. (Most state agencies must use DPB form 27 and an IAT to return unused grant funds.) The check should be mailed to the attention of the Finance Department, Department of Criminal Justice Services, 1100 Bank Street, 12th Floor, Richmond, VA, 23219.
5. **INSPECTION AND AUDIT:** The applicant agrees to comply with the organizational audit requirements of OMB Circular A-133, “Audits of State, Local Governments and Non-Profit Institutions.” In conjunction with the beginning date of the award, the audit report period of the local government entity to be audited under the single audit requirement is the start-date of the project through the end-date of the project as noted on the Statement of Grant Award/Acceptance. The audit report shall be submitted no later than one (1) year from the end-date of the grant award as stated on the Statement of Grant Award/Acceptance, and for each audit cycle thereafter covering the entire award period as originally approved or amended. The management letter must be submitted with the audit report. A copy of all audits must be forwarded to the Finance Department, Department of Criminal Justice Services.

General Conditions and Assurances

- The Project Administrator, or the individual who has been delegated or designated as the signing authority, must certify that the grant funds gives assurances and certifies that the grant will follow federal conditions.

23. Applicants with federal grants that procure goods or services that have an aggregate value of \$500,000 or more must specify in any announcement of the awarding of the contract for the procurement of the goods and services involved (including construction services) a) the amount of Federal funds that will be used to finance the acquisition; and b) expresses the amount announced pursuant to paragraph (a) as a percentage of the total cost of the planned acquisition. This complies with Public Law 102-141, section 623 (formally the Stevens Amendment).

I certify that all the information presented is correct, that there has been appropriate coordination with affected agencies, and that the applicant will comply with the provisions of all other federal and state laws and rules and regulations that apply to this award.

Certification*:

Yes

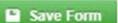
No

Authorized Official (Project Administrator)*:

First Name

Last Name

Date

 Save Form

Lobbying and Disbarment

- This form is also required for all federally funded grant programs and also needs to be signed by the Project Administrator
- Carefully read and answer all questions and statements.

4. DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67; Sections 67.615 and 67.620:

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice Programs. ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

Certification*:

Yes

No

Authorized Representative*:

First Name

Last Name

Title

Date

 Save Form

Authority Certification

Authority Certification

Save Form

To the best of my knowledge and belief, all data in this application is true and correct, the document has been duly authorized by the governing body of the applicant and the applicant will comply with all grant requirements if funding is awarded.

Your typed name, in lieu of your signature represents your legal binding acceptance of the terms of this application and the accuracy of the representations made in this application.

I have examined the information provided here regarding the signing authority and certify it is accurate. I am the signing authority, or have been delegated or designated formally as the signing authority by the appropriate authority of official, to provide the information requested throughout this application system on behalf of the person who has authority to formally commit the organization, locality, or state agency to complying with all the terms of the grant application. Information regarding the signing authority, or the delegation of such authority, has been placed in a file and is available on-site for immediate review.

Authorized Individual*:

Joe

Johnson

First Name

Last Name

Town Manager

10/29/2020

Online Help



Scroll

SAM Registration

- Pursuant to federal grant conditions and requirements, “recipients of federal funds must comply with application requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.”
- You can register at www.sam.gov
- Should you need assistance with your SAM.gov registration, please reach out to our grants management team at grantsmgmt@dcjs.virginia.gov

SAM Registration

☰ SAM Registration

Save Form

Are you registered with SAM.gov?*

Yes

No

Do you have any active Exclusions?

Search the OIG Exclusions Database for more information:

<https://exclusions.oig.hhs.gov/>

*

Yes

No

Provide a Screenshot/Documentation from SAM.gov that shows an active registration:

Select file

If pending registration approval please explain :

Save Form

Submitting the Application

Application Details

[Preview Application](#) [Submit Application](#) [Ask a Question](#) [Withdraw](#)

- Application is in compliance and is ready for Submission!

Component	Complete?	Last Edited
General Information	✓	Jan 31, 2024 8:05 AM - VCSCS Test
Face Sheet - BJAG	✓	Jan 31, 2024 8:10 AM - VCSCS Test
Project Narrative Form	✓	Jan 31, 2024 8:10 AM - VCSCS Test
Goals and Objectives	✓	Jan 31, 2024 8:11 AM - VCSCS Test
Budget	✓	Jan 31, 2024 8:14 AM - VCSCS Test
Personnel and Employee Fringe Benefits	✓	Jan 31, 2024 8:14 AM - VCSCS Test
Consultants	✓	Jan 31, 2024 8:14 AM - VCSCS Test
Travel	✓	Jan 31, 2024 8:14 AM - VCSCS Test
Subsistence/Other Travel Costs	✓	Jan 31, 2024 8:15 AM - VCSCS Test
Equipment	✓	Jan 31, 2024 8:17 AM - VCSCS Test
Supplies & Other Expenses	✓	Jan 31, 2024 8:30 AM - VCSCS Test
Attachments	✓	Jan 31, 2024 8:42 AM - VCSCS Test
Non-Supplantation	✓	Jan 31, 2024 8:43 AM - VCSCS Test
General Conditions and Assurances	✓	Jan 31, 2024 8:43 AM - VCSCS Test
Lobbying and Disbarment - LE	✓	Jan 31, 2024 8:44 AM - VCSCS Test
Authority Certification	✓	Jan 31, 2024 8:44 AM - VCSCS Test
SAM Registration	✓	Jan 31, 2024 8:45 AM - VCSCS Test

Submitting the Application

The screenshot displays the DCJS On-line Grant Management System interface. The user is logged in as 'Tester External' and is viewing the 'Application Details' page. A confirmation dialog box is overlaid on the screen, asking the user to confirm the submission of the application. The dialog box contains the following text: 'Please confirm that you wish to submit this document for review. After submission you will not be able to edit this document.' The dialog box has 'Cancel' and 'Submit' buttons. A red arrow points from the 'Submit' button in the dialog box to the 'Submit Application' button in the top right corner of the application details page.

DCJS On-line Grant Management System

Tester External
Tester
Tester Role, Site Visitor, Grantee

Application Preview Alert History Map

Application Details

Preview Application Submit Application Ask a Question Withdraw

Application is in compliance and is ready for Submission!

Component	Complete?	Last Edited
General Information		Oct 29, 2020 8:45 AM - Michelle Mies
Face Sheet		Oct 29, 2020 8:26 AM - Tester External
Budget		Oct 29, 2020 8:32 AM - Tester External
Project Narrative Form		Oct 29, 2020 8:36 AM - Tester External
Goals and Objectives		Oct 29, 2020 8:50 AM - Tester External
FREE - Personnel and Employee Fringe		Oct 29, 2020 9:21 AM - Tester External
Consultants	✓	Oct 29, 2020 9:24 AM - Tester External
Travel	✓	Oct 29, 2020 9:23 AM - Tester External
Subsistence/Other Travel Costs	✓	Oct 29, 2020 9:24 AM - Tester External
Equipment	✓	Oct 29, 2020 9:44 AM - Tester External
Supplies & Other Expenses	✓	Oct 29, 2020 9:22 AM - Tester External
Attachments	✓	Oct 29, 2020 9:48 AM - Tester External
Non-Supplantation	✓	Oct 29, 2020 9:51 AM - Tester External
Authority Certification	✓	Oct 29, 2020 10:05 AM - Tester External

Please confirm

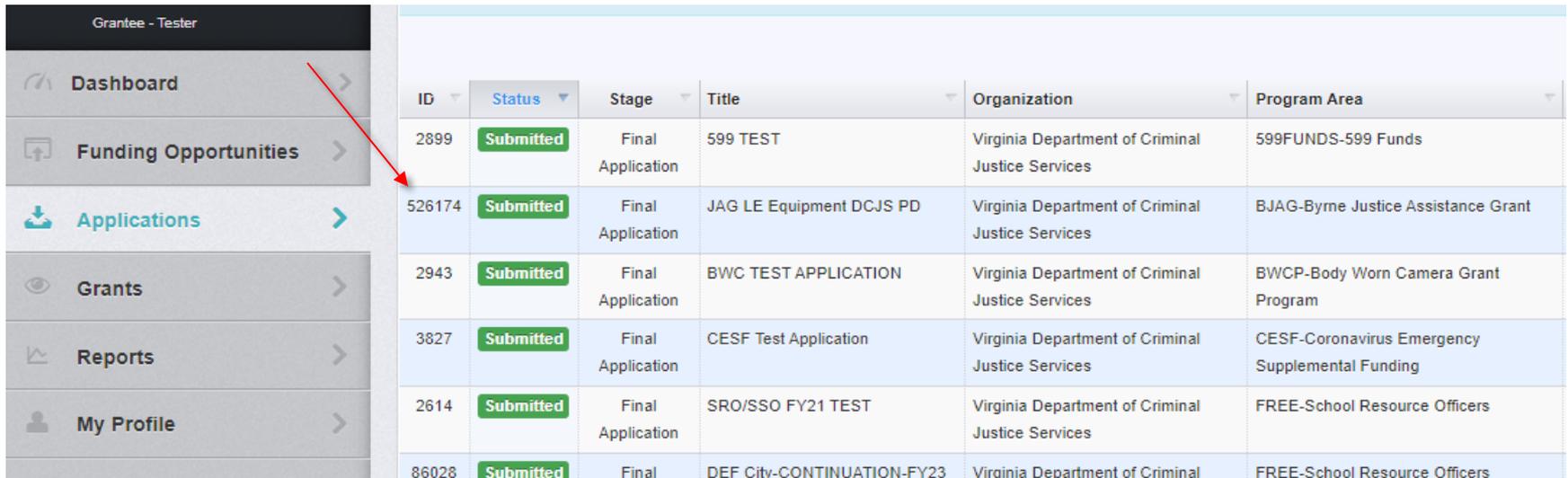
Please confirm that you wish to submit this document for review. After submission you will not be able to edit this document.

Cancel Submit

Cancel ? Scroll

Submitting the Application

Current Applications listing:



The screenshot displays a user interface for a grantee. On the left is a sidebar menu with the following items: Dashboard, Funding Opportunities, Applications (highlighted in blue), Grants, Reports, and My Profile. A red arrow points from the 'Applications' menu item to a table of current applications. The table has the following columns: ID, Status, Stage, Title, Organization, and Program Area. All applications listed are in 'Submitted' status and 'Final Application' stage.

ID	Status	Stage	Title	Organization	Program Area
2899	Submitted	Final Application	599 TEST	Virginia Department of Criminal Justice Services	599FUNDS-599 Funds
526174	Submitted	Final Application	JAG LE Equipment DCJS PD	Virginia Department of Criminal Justice Services	BJAG-Byrne Justice Assistance Grant
2943	Submitted	Final Application	BWC TEST APPLICATION	Virginia Department of Criminal Justice Services	BWCP-Body Worn Camera Grant Program
3827	Submitted	Final Application	CESF Test Application	Virginia Department of Criminal Justice Services	CESF-Coronavirus Emergency Supplemental Funding
2614	Submitted	Final Application	SRO/SSO FY21 TEST	Virginia Department of Criminal Justice Services	FREE-School Resource Officers
86028	Submitted	Final	DEF City-CONTINUATION-FY23	Virginia Department of Criminal	FREE-School Resource Officers

Grant Technical Assistance

Natasha Winfree, Grants Program Specialist

- Natasha.Winfree@dcjs.virginia.gov
- [804.659.7593](tel:804.659.7593)

Nicole Phelps, Criminal Justice Grant Program Specialist

- nicole.phelps@dcjs.virginia.gov
- [804.786.1577](tel:804.786.1577)

Technical Assistance for OGMS

- For technical assistance with the OGMS system, email ogmssupport@dcjs.virginia.gov. This should not include grant application specific questions.
- For additional resources, refer to Attachments and Website Links under the Funding Opportunity in OGMS.

**If you are not receiving alerts/emails from the OGMS, emails may have been going to your spam/junk folders. Please check your spam/junk folders frequently; add VAgrantsDCJS@webgrantsmail.com to your contacts and/or safe senders list; and work with your IT department and/or network security to ensure notifications from VAgrantsDCJS@webgrantsmail.com are not blocked. Some messages are sent via the new system, but appear to be from DCJS staff members' assigned email addresses. These can also get routed to your spam/junk, and it is important that these messages are not in your Blocked Senders list.
- A cop of this Presentation will be attached under the Funding Opportunity in OGMS and on our DCJS Website.

Byrne/JAG Summary

- Applications are due **April 8, 2025**, by 5:00 PM in OGMS.
- The application **must** be submitted in OGMS.
- Anyone in the organization working on the grant should register in OGMS.
- Grant requirements and instructions can be found under the Funding Opportunity in OGMS and on the DCJS website.
- There is a 25% cash match
- Review all the funding opportunities in their entirety as they cover requirements, regulations, federal and DCJS reporting requirements, the application review process, and application instructions.