



south carolina DEPARTMENT *of* PUBLIC SAFETY

PROTECT. EDUCATE. SERVE.





FFY 2027 Justice Grant Programs Grant Solicitation Workshop February 2026

Justice Grant Programs Staff Contact List

- Joi Brunson, Director of Grant Programs
JoiBrunson@scdps.gov 803-896-8705
- Traci Dove, Program Manager
TraciDove@scdps.gov 803-896-8711
- Amy Kingston, CJ Program Supervisor
AmyKingston@scdps.gov 803-896-4742
- VACANT, Administrative Coordinator
- Melissa Vail, CJ Program Coordinator
MelissaVail@scdps.gov 803-896-7640
- Jen Sandidge, CJ Program Coordinator
JenniferSandidge@scdps.gov
803-896-8708
- Jerode Oliver, JJ Specialist
JerodeOliver@scdps.gov 803-896-5109
- Brittany Cain, JJ Compliance Monitor
BrittanyCain@scdps.gov 803-896-0985

Justice Grant Programs

- As the designated State Administrative Agency (SAA), the OHSJP administers \$6-\$8 million in Justice grant funds each year from the US Department of Justice's (USDOJ) Bureau of Justice Assistance (BJA) and the Office of Juvenile Justice and Delinquency Prevention (OJJDP).
- These funds, as well as other pools of federal funds for which the state may qualify or apply and receive, are used to assist, via subgrants, eligible entities in carrying out specific programs that further the administration of justice through improvements to the criminal and juvenile justice systems.



BJA
Bureau of Justice Assistance
U.S. Department of Justice



OJJDP
Office of Juvenile Justice and
Delinquency Prevention

Visit <https://scdps.sc.gov/ohsjp/cjgp> for additional justice program information and resources.

FIND ALL OF THE INFORMATION PROVIDED TODAY @ <https://scdps.sc.gov/ohsjp/cjgp>

- Application Tools provide guidelines for commonly requested projects.
- Program Solicitations are a MUST READ before beginning a grant application.
- Staff contact information
- link to our Grants Management System, IntelliGrants
 - <https://scdps.intelligrants.com>

Justice Grant Programs – Grant Opportunities

Grant Program	App Releases	DEADLINE
Edward Byrne Memorial Justice Assistance Grant (JAG) Program	February 6, 2026	April 3, 2026
Paul Coverdell Forensic Science Improvement Grants Program	February 6, 2026	April 3, 2026
Byrne State Crisis Intervention Program (SCIP)	February 13, 2026	April 10, 2026
Title II Juvenile Justice Formula Grant Program (Formula)	February 27, 2026	April 24, 2026
Residential Substance Abuse Treatment (RSAT) Program	March 6, 2026	May 1, 2026

Edward Byrne Memorial Justice Assistance Grant (JAG) Program



Justice Grant Programs - JAG

- The purpose of the JAG Program is to assist state agencies and units of local government in carrying out specific programs, which offer a high probability of improving the functioning of the criminal justice system. JAG funds may be used to provide additional personnel, equipment, supplies, contractual support, training, technical assistance, and information systems for criminal justice purposes.
- Subgrantees must provide 10 percent program cost in the form of a cash match, with the other 90 percent of the amount covered by federal funds.
- The OHSJP typically receives applications totaling \$12 million in requests each year.



Justice Assistance Grant Program

Justice Grant Programs – JAG

Federal Program Areas

- Law Enforcement
- Prosecution and Court
- Prevention and Education
- Corrections and Community Corrections
- Crime Victim and Witness Initiatives (other than compensation)
- Drug Treatment and Enforcement
- Planning, Evaluation, and Technology Improvement
- Mental Health and related Law Enforcement and Corrections Programs, Including behavioral programs and crisis intervention teams
- Implementation of State Crisis Intervention Court Proceedings and Related Programs or Initiatives

Justice Grant Programs – JAG

South Carolina's JAG Priorities

- Law Enforcement Programs that focus on at least one of the following:
 - Narcotics/Gangs/Violent Crime Enforcement (Task Forces and Specialized Investigators)
 - Law Enforcement Training/Equipment
 - Forensic Laboratory training/equipment
- Prosecution and Court Programs that focus on at least one of the following:
 - Specialty courts
 - Gun, violent crime, and gang prosecution
 - Court technologies
- Mental Health Programs and related Law Enforcement/Corrections Programs that focus on at least one of the following:
 - Officer wellness/suicide prevention
 - Crisis Intervention Teams (CIT)

Justice Grant Programs – JAG Eligible Applicants



**Police departments and sheriffs' offices are not eligible to apply directly, but would be the implementing agency for the grant.

** A solicitor's office, for grant purposes, is funded as an office within a lead county.

Justice Grant Programs – JAG

Allowable Expenses



- Personnel, training, supplies, equipment, contractual support, technical assistance, information systems for criminal justice, or civil proceedings, including for any one or more of the authorized program areas.
- All expenditures must be related to the implementation of an actual program that has been defined in the program narrative sections of the application.
- All grant-funded personnel must have one hundred percent of their time dedicated to grant activities.

Justice Grant Programs - JAG

Unallowable Items

*See JAG Solicitation for full list

- Any expenditure that is not a part of an approved program or project is unallowable.
- Grant funds may not be used to supplant existing state or local criminal justice funds.
- Grant funds may not be used (directly or indirectly) for security enhancements or equipment for nongovernmental entities not engaged in criminal justice or public safety.
- Unmanned aircraft systems (UAS), including unmanned aircraft vehicles (UAV), and all accompanying accessories to support UAS or UAV.
- Prizes, trinkets, or food/beverage costs.
- “Buy money”
- Grant funds may not be expended to purchase, lease, rent, or acquire any of the following: ammunition, association fees, vehicle insurance, and maintenance.

Justice Grant Programs – JAG

Past JAG projects:



- Specialized investigators (domestic violence, gang, firearms)
- Specialized prosecutors (violent crime, domestic violence)
- Multijurisdictional Task Forces
- Crisis Intervention Teams
- Officer wellness programs
- Court technology equipment
- Law enforcement equipment

Visit <https://scdps.sc.gov/ohsjp/cjgp/jag> for JAG resources

Justice Grant Programs – JAG Task Forces

- All grant applications for Task Forces MUST include letters of support from ALL agencies related to or involved in the composition, implementation, and operation of the task force, including the solicitor's office. These supporting documents are essential for consideration of funding.
- Applications for Task Forces MUST also be accompanied by a draft of the written interagency task force agreement (no signatures required on draft). The task force agreement that has been submitted must be approved by the OHSJP to ensure all issues regarding personnel, seizures and forfeitures, and program income have been addressed.

Justice Grant Programs – JAG Drug Analysis Laboratories

- All grant applications for Drug Analysis Laboratories must include a statement indicating intent to provide drug analysis services to all law enforcement agencies within the respective jurisdictions. These services should be provided at no cost to the agencies.



Justice Grant Programs - JAG



- Application Release date: **February 6, 2026**
- **IntelliGrants** New Agency Administrator Registration Deadline: **March 20, 2026**
- Application Deadline: **April 3, 2026**
- Grant Award Notifications: **October 2026**
- Grant Period: **October 1, 2026 – September 30, 2027**



Byrne State Crisis Intervention Program (SCIP)



Justice Grant Programs – SCIP

- The purpose of Byrne SCIP is to provide funding for the creation and/or implementation of state crisis intervention court proceedings (mental health courts, drugs courts, veterans treatment courts), and related gun violence reduction programs/initiatives, as authorized by the Bipartisan Safer Communities Supplemental Appropriations Act, 2022.
- 100% federal funding and does not require a cash match



Justice Grant Programs – SCIP

Eligible Applicants



**Police departments and sheriffs' offices are not eligible to apply directly, but would be the implementing agency for the grant.

**A solicitor's office, for grant purposes, is funded as an office within a lead county.

Justice Grant Programs - SCIP

South Carolina's SCIP Priorities

- Specialized court-based programs such as drug, mental health, and veterans treatment courts, including those that specifically accept clients with firearm violations:
 - Expanding the capacity of existing drug, mental health, and veterans treatment courts to assist clients who are most likely to commit or become victims of gun crimes
 - Threat assessment training for prosecutors, judges, law enforcement, and public defenders

Justice Grant Programs - SCIP South Carolina's SCIP Priorities Continued

- Behavioral health deflection for those at risk to themselves or others:
 - Behavioral threat assessment programs and related training
 - Triage services, mobile crisis units (both co-responder and civilian only), and peer support specialists
 - Support behavioral health responses such as regional crisis call centers, crisis mobile team response, and crisis receiving and stabilization facilities/services for individuals who are in crisis
 - Law enforcement-based programs, training, and technology
 - Projects with an emphasis on youth gun violence prevention initiatives that align with the above priorities are encouraged

Justice Grant Programs – SCIP

Allowable Expenses



- Personnel, equipment, supplies, contractual support, training, technical assistance, and information systems related to the implementation of an actual program within the state's SCIP priority areas.
- All expenditures must be related to the implementation of an actual program that has been defined in the program narrative sections of the application.
- All grant-funded personnel must have one hundred percent of their time dedicated to grant activities.

Justice Grant Programs - SCIP

Unallowable Items

- Any expenditure that is not a part of an approved program or project is unallowable.
- Grant funds may not be used to supplant existing state or local criminal justice funds.
- Unmanned aircraft systems (UAS), including unmanned aircraft vehicles (UAV), and all accompanying accessories to support UAS or UAV.
- Prizes, trinkets, or food/beverage costs.
- Activities to support the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. Recipients and subrecipients must comply with the provisions in 2 C.F.R. § 200.450 (Lobbying) and 18 U.S.C. 1913, as appropriate.

Justice Grant Programs – SCIP

Current Initiatives

- Statewide implementation of the Handle With Care program - a partnership between law enforcement, fire departments, emergency management services, mental health providers, and school personnel
 - Expansion of treatment court programs to reach magistrate level offenders and General Sessions offenders
 - Expansion of Domestic Violence treatment court programs
 - Additional Crisis Intervention Teams
 - Law Enforcement Training
 - Community-driven Initiative to combat youth-related gun violence
- **Please reach out to your Program Coordinator with questions or program ideas

Justice Grant Programs - SCIP



- Application Release date: **February 13, 2026**
- **IntelliGrants** New Agency Administrator Registration Deadline: **March 20, 2026**
- Application Deadline: **April 10, 2026**
- Grant Award Notifications: **October 2026**
- Grant Period: **October 1, 2026 – September 30, 2027**



Paul Coverdell Forensic Science Improvement Grants Program



Justice Grant Programs – Forensic Science



- Awards granted to states and units of local government to help improve the quality and timeliness of forensic science and medical examiner/coroner services.
- 100% federal funding and does not require a cash match

Justice Grant Programs – Forensic Science Goals

- To eliminate a backlog in the analysis of forensic science evidence.
- To train, assist, and employ forensic science laboratory personnel as needed to eliminate such a backlog.
- To address emerging forensic science issues.
- To educate and train forensic pathologists.
- To fund medicolegal death investigation systems to facilitate accreditation of medical examiner and coroner offices and certification of medicolegal death investigators.

Justice Grant Programs – Forensic Science Eligible Applicants



**Police departments, sheriffs' offices and coroner's offices are not eligible to apply directly, but would be the implementing agency for the grant.

Justice Grant Programs – Forensic Science Non-Accredited Laboratories

- Any Coverdell sub-recipient that is not accredited must certify in their application to using a portion of the grant amount for accreditation purposes. Additionally, the sub-recipient must certify that they will apply for laboratory accreditation, by an appropriate accredited body, not more than two years after the sub-award date.

Justice Grant Programs – Forensic Science Allowable Expenses



- Personnel, training, laboratory supplies and equipment, contractual support, technical assistance, Education, Training, and Certification, and accreditation.
- All expenditures must be related to the implementation of an actual program that has been defined in the program narrative sections of the application.
- All grant-funded personnel must have one hundred percent of their time dedicated to grant activities.

Justice Grant Programs – Forensic Science Allowable Expenses - continued

- Opioid and synthetic drug-related projects
- Funds may be used to address any opioid/synthetic drug-related challenges. Sub-recipients should annotate each line item in their budget as “opioid-related” or “non opioid-related”.



Justice Grant Programs – Forensic Science Application Must-Haves

- Certification as to Forensic Science Laboratory System Accreditation
- Accreditation documentation (if applicable)
- Certification as to Plan for Forensic Science Laboratories
- Certification as to External Investigations
- Certification as to Use of Funds for New Facilities
- Certification as to Generally Accepted Laboratory Practices and Procedures

**Above items should be attached via the Attachments form in IntelliGrants

Justice Grant Programs – Forensic Science



- Application Release date: **February 6, 2026**
- **IntelliGrants** New Agency Administrator Registration Deadline: **March 20, 2026**
- Application Deadline: **April 3, 2026**
- Grant Award Notifications: **June 2026**
- Grant Period: **July 1, 2026 – June 30, 2027**



Residential Substance Abuse Treatment (RSAT) Program



Justice Grant Programs - RSAT

- Increase access to treatment for individuals with substance use or co-occurring substance use and mental health disorders during detention or incarceration and to improve continuity of care during and after reentry by delivering community-based treatment and other broad-based aftercare services.
- Subgrantees must provide 25 percent program cost in the form of a cash match, with the other 75 percent of the amount covered by federal funds.

Justice Grant Programs – RSAT Eligible Applicants



This program is NEW to locals



** Sheriff's Offices and County Detention Centers are not eligible to apply directly, but would be the implementing agency for the grant.

**State and Local RSAT applications are SEPARATE opportunities in IntelliGrants

Justice Grant Programs – RSAT Program Design

- RSAT Program funds may be used to implement three different types of programs/activities:
 - Prison-based residential SUD treatment programs
 - Jail-based pretrial SUD treatment programs
 - Aftercare

Justice Grant Programs – RSAT

Allowable Expenses



- All expenditures must be related to the implementation of an actual program that has been defined in the program narrative sections of the application.
- Personnel, training, equipment, supplies, and operating expenses as a component of an overall program.
- All grant-funded personnel must have one hundred percent of their time dedicated to grant activities.

Justice Grant Programs -RSAT

Unallowable Items

- Any expenditure that is not a part of an approved program or project is unallowable.
- Grant funds may not be used to supplant existing state or local criminal justice funds.
- Residential aftercare facilities not operated by state or local correctional agencies
- Evaluation of RSAT projects
- Unmanned aircraft systems (UAS), including unmanned aircraft vehicles (UAV), and all accompanying accessories to support UAS or UAV.
- Grant funds may not be expended for construction projects.
- The purchase of land is unallowable.

Justice Grant Programs - RSAT



- Application Release date: **March 6, 2026**
- **IntelliGrants** New Agency Administrator Registration Deadline: **April 10, 2026**
- Application Deadline: **May 1, 2026**
- Grant Award Notifications: **October 2026**
- Grant Period: **October 1, 2026 – September 30, 2027**



Juvenile Justice (Title II) Formula Grant Program



Justice Grant Programs – Juvenile Justice

Title II Formula Grant Program

- Programs and practices that promote juvenile justice delinquency prevention and systematic improvements
- 100% Federal funding; programs may be funded up to three years
- Applications must relate to the four core requirements of the JJDP Act:
<https://ojjdp.ojp.gov/about/core-requirements>

CHANGING YOUNG LIVES!



“The question is not whether we can afford to invest in every child, it is whether we can afford not to.” –Marian Wright Edelman



Justice Grant Programs – Juvenile Justice

- To be eligible for JJDPFA funds, the State of South Carolina must comply with **four core requirements/protections**:
 - Deinstitutionalization of Status Offenders (DSO)
 - Adult Jail and Lock- Up Removal (Jail Removal)
 - Sight and Sound Separation
 - Racial and Ethnic Disparities (R/ED)

Justice Grant Programs – Juvenile Justice South Carolina's Program Priorities

- Community-based alternatives to detention
- The Deinstitutionalization of Status Offenders (DSO)
- Reducing racial and ethnic disparities (R/ED)



Justice Grant Programs – Juvenile Justice Program Examples:

- Alternatives to secure detention
- Truancy Alternative Programs
- Day treatment programs
- Projects that seek to reduce racial disparities in the juvenile justice system
- Short-term placement programs for runaways
- Programs that identify and address factors that contribute to delinquent behavior.

Justice Grant Programs – Juvenile Justice Eligible Applicants



**Police departments, sheriffs' offices and public defender's offices are not eligible to apply directly but would be the implementing agency for the grant.

**School Districts with an elected board are considered local units of government and can apply directly.

**A solicitor's office, for grant purposes, is funded as an office within a lead county.

Justice Grant Programs – Juvenile Justice Allowable Expenses



- Personnel, training as a component of an overall program, operating expenses, equipment, and supplies
- All expenditures must be related to the implementation of an actual program that has been defined in the program narrative sections of the application.
- All grant-funded personnel must have one hundred percent of their time dedicated to grant activities.

Justice Grant Programs – Juvenile Justice

Unallowable Items

- Any expenditure that is not a part of an approved program or project is unallowable.
- Grant funds may not be used to supplant existing state or local criminal justice funds.
- The purchase of land is unallowable.
- Vehicles are not an allowable purchase.
- Construction projects are prohibited.
 - **Exception non-secure community-based facilities

Justice Grant Programs – Juvenile Justice



- Application Release date: **February 27, 2026**
- **IntelliGrants** New Agency Administrator Registration Deadline: **March 20, 2026**
- Application Deadline: **April 24, 2026**
- Grant Award Notifications: **October 2026**
- Grant Period: **October 1, 2026 – September 30, 2027**



Completing a Grant Application

INTELLIGRANTS | Office of Highway Safety and Justice Programs

- Applicants should have already attended or reviewed the Applicant Training prior to applying. The training presentation can be accessed at scdps.intelligrants.com

- The Applicant Training video covers important information we will not be reviewing today, such as:

- Accessing the system
- System roles
- User Dashboard
- Document navigation
- Risk Assessments
- Application submission

Welcome to IntelliGrants, the South Carolina Department of Public Safety's electronic grants management system!

The South Carolina Department of Public Safety (SCDPS) is pleased to unveil this effective, user-friendly, and reliable system that provides greater efficiency for Office of Highway Safety and Justice Programs (OHSJP) grant applicants and subgrantees.

How to Get Started: [Applicant Training Video - January 16, 2025](#)

- Registration on this page must be completed only by your organization's designated Agency Administrator (AA). The AA role is the person responsible for the day-to-day management of the organization's grants who is designated to initiate, view, contribute to and submit Applications, Training Requests, Procurement/Purchase Requests, Progress Reports, and Financial Reports. The AA role assigns and manages organization staff user accounts for any additional Agency Administrator, Agency Certifying Official (AO), Agency Contributor (AC), and Agency View Only (AV) security roles.
- The AA will click the New User link at the top right to begin registration. Once submitted, the request will be reviewed by an OHSJP staff member for verification. Please allow up to five business days for processing. Once approved, the Agency Administrator will receive a *Notification of Access Approval* email from the IntelliGrants system.
- Non-AA roles must contact their Agency Administrator to request access to the system rather than using the New User link on this page. Once the AA receives access, they are responsible for designating access to the organization's account to other staff members as they deem appropriate.
- Once registered, all users will have access to a Training Materials link, which features both print and video assistance.

Need Assistance?

- For technical questions on site navigation, contact the Agate Software Help Desk at 1.800.820.1890 or helpdesk@agatesoftware.com.
- For general questions about OHSJP grant programs, contact the OHSJP at 803.896.9950.
- For specific questions about a current OHSJP-funded grant project, contact your assigned grant program coordinator.
- For further information on SCDPS or the OHSJP, please visit our website at <https://www.scdps.sc.gov>.

Login

Username

Password

Log In

[Forgot Username/Password!](#)

[New User? Register Here!](#)

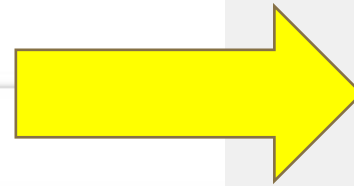
Agency Administrator (AA)

- The AA role is the person responsible for the day-to-day management of the organization's grants.
- The AA role assigns and manages organization staff user accounts for any additional Agency Administrator, Agency Certifying Official (AO), Agency Contributor (AC), and Agency View Only (AV) security roles
- If your agency already has an AA assigned in IntelliGrants, have them add any new agency users.
- Please call a Program Coordinator if you need assistance



My Opportunities

▸ Filters



Training Materials ✕

- IGX Dashboard Panel Setup Instructions
- SCDPS/IntelliGrants FAQs
- Subgrantee Training Video
- SCDPS Staff Training Video
- Subgrantee User Manual
- SCDPS Staff User Manual

My Opportunities

Name	Provider	Availability	Description
2026 Byrne State Crisis Intervention Program	Office of Highway Safety and Justice Programs	11/4/2024 12:00:00 AM - Open Ended	
2026 Highway Safety Grant Program	Office of Highway Safety and Justice Programs	7/17/2024 12:00:00 AM - Open Ended	
2026 Justice Assistance Grant - PREA	Office of Highway Safety and Justice Programs	11/25/2024 12:00:00 AM - Open Ended	

Cloning Previous Application - **NEW**

- Applicants that have an existing application will have the option to clone that award application when clicking on an open funding opportunity under “My Opportunities” in IntelliGrants
- Have your Application #/Grant # handy to be sure you clone the correct application
- A dialog box will open with a dropdown menu where “Don’t Copy Forward” or your current award can be selected to copy forward.

My Opportunities

State	Justice Programs
SFY 2026 Body-Worn Camera (BWC) Grant Program	Office of Highway Safety and Justice Programs
SFY 2026 In-Car Video Camera (ICVC) Grant Program	Office of Highway Safety and Justice Programs
SFY 25-26 School Resource Officer Program	Office of Highway Safety and Justice Programs
SFY 26-27 School Resource Officer Program	Office of Highway Safety and Justice Programs

Navigation: < 1 >



SFY 26-27 School Resource Officer Program

Provided By: Office of Highway Safety and Justice Programs

Provided To: SRO Test Agency

Copy Forward Document:

Application Availability Dates:

Due Date:

Agreement Language:

By clicking "Agree" you are creating a new application.

Cloning Previous Application (con't)

- If this option is selected, a new application will be created copying as follows from the selected existing application
- All forms will be copied forward. ****Exception is Highway Safety Equipment form****
- The forms copied forward will still need to be reviewed, updated as needed, and saved PRIOR to submitting the application



- 📄 BSCI-2025-Grantee Test Org 1-T-010**
- ▾ Forms
- Application**
- Project Details
- Agency Details
- Contact Information
- Program Narrative
- Implementation Schedule
- Budget Forms**
- Personnel
- Contractual Services
- Travel
- Equipment
- Other

Document Landing Page

Instructions:

- [View document details.](#)

Template 2025 Byrne State Crisis Intervention Program	Instance 2025 Byrne State Crisis Intervention Program	Process Application
Document Name BSCI-2025-Grantee Test Org 1-T-010	Document Status Application in Process	
Organization Grantee Test Org 1	Your Role Agency Administrator	Period Date 11/4/2024 12:00:00 AM

Application

Project Details

Agency Details

Contact Information

Program Narrative

Implementation Schedule

Budget Forms

Personnel

Contractual Services

Travel

Equipment

Other

Project Budget Overview

Budget Summary

Attachments

Attachments

Tools

Landing Page

Add/Edit People

Status History

Attachment Repository

Project Details

Instructions:

- Required fields are marked with an *.
- Select the **SAVE** button to save information on each page.
- Save at least every 30 minutes to avoid losing data.
- To access the next or previous page, select the **NEXT FORM** or **PREVIOUS FORM** button below.

Project Title: Expansion of Statewide Crisis Intervention Training
51 of 150 *

Project Summary: SCCJA seeks to expand Crisis Intervention Training statewide through additional course offerings provided by the Mobile Training Unit
133 of 300

Type of Application: New *

Year of Funds: 1 *

Appropriation of Non-Grantor Matching Funds: Other *

Other (explain): This grant does not require a match *

Program Area: Behavioral Health Deflection *

County(ies) this project will serve:
 Statewide *
 Abbeville County
 Aiken County

- Forms
 - Application
 - Project Details
 - Agency Details**
 - Contact Information
 - Program Narrative
 - Implementation Schedule
 - Budget Forms
 - Personnel
 - Contractual Services
 - Travel
 - Equipment
 - Other
 - Project Budget Overview
 - Budget Summary
 - Attachments
 - Attachments
 - Tools
 - Landing Page
 - Add/Edit People

Agency Details

Instructions:

- Required fields are marked with an *****.
- Select the **SAVE** button to save information on each page.
- Save at least every 30 minutes to avoid losing data.
- To access the next or previous page, select the **NEXT FORM** or **PREVIOUS FORM** button below.

Agency Specific Information

Agency Name: Grantee Test Org 1 *

Address: 444 Grantee Circle *

City: Constantinople * **State:** South Carolina * **Zip:** 12345-6789 * **County:** Dillon County *

Telephone Number: (123) 456-7890 **Fax Number:**

Organization Type: Private College/University, State Agency *

US Congressional District: 2,6 *

Has your agency registered in the [System for Award Management \(SAM\)](#)? *

Has your agency completed its annual Risk Assessment in the Organization Profile? *

Organization Profile

- Be sure that both the agency's EIN (Employer Identification Number) and UEI (Unique Entity Identifier) number have been entered for the organization
- Please review and update the Risk Assessment each year

Organization Information

▼ Lancaster County Sheriff's Office

Organization Information

Organization Members

Organization Categories

Risk Assessment

Organization Information

Instructions:

- From this page, you can edit the organization's General Information, Contact Information, and Business Address.
- To view current organization members or add a new organization member, click the option for "Organization Members".
- To edit an organization's currently designated category, click the option for "Organization Categories" in the left sidebar.

Information

General Information

Name	Identifier
<input type="text" value="Lancaster County Sheriff's Office"/>	
EIN	Unique Entity Identifier (UEI)
<input type="text" value="57-0111011"/>	<input type="text" value="THL6A6JLE1S7"/>

Contact Information

Forms

Application

Project Details

Agency Details

Contact Information

Program Narrative

Implementation Schedule

Budget Forms

Personnel

Contractual Services

Travel

Equipment

Other

Instructions:

- Required fields are marked with an *
- Select the **SAVE** button to save information on each page.
- Save at least every 30 minutes to avoid losing data.
- To access the next or previous page, select the **NEXT FORM** or **PREVIOUS FORM** button below.

*NOTE: THE PROJECT DIRECTOR, FINANCIAL OFFICER AND OFFICIAL AUTHORIZED TO SIGN CANNOT BE THE SAME PERSON. STAFF BEING FUNDED UNDER THIS GRANT MAY NOT BE ANY OF THE BELOW OFFICIALS WITHOUT OHSJP APPROVAL.

Project Director (Required)	Prefix: <input type="text" value="Mr."/> *	First Name: <input type="text" value="Grantee"/> *	Last name: <input type="text" value="Test"/> *	Suffix: <input type="text"/>
	Title: <input type="text" value="Captain"/> *	Organization Name: <input type="text" value="Grantee Test Organization"/> *		
	Street Address Line 1: <input type="text" value="Post Office Box 1993"/> *		Street Address Line 2: <input type="text"/>	
	City: <input type="text" value="Blythewood"/> *	State: <input type="text" value="South Carolina"/> *	Zip: <input type="text" value="29016-9018"/> *	
	Phone: <input type="text" value="(124) 648-2945"/> *	Ext: <input type="text"/>	Email: <input type="text" value="GTest@aol.com"/> *	

Programmatic Point of Contact (Required)	<input checked="" type="checkbox"/> Same as Project Director	Organization Name: <input type="text" value="Grantee Test Organization"/> *		
	Prefix: <input type="text" value="Mr."/> *	First Name: <input type="text" value="Grantee"/> *	Last name: <input type="text" value="Test"/> *	Suffix: <input type="text"/>
	Phone: <input type="text" value="(124) 648-2945"/> *	Ext: <input type="text"/>	Email: <input type="text" value="GTest@aol.com"/> *	

Program Narrative

Instructions:

- Required fields are marked with an *****.
- Select the **SAVE** button to save information on each page.
- Save at least every 30 minutes to avoid losing data.
- To access the next or previous page, select the **NEXT FORM** or **PREVIOUS FORM** button below.

PROBLEM STATEMENT:

First, define the problem exactly as it exists in your particular community. Describe the nature and magnitude of the problem using valid, updated statistical data, and cite the source of the problem. Remember to document the problem and not the symptoms or solutions of the problem. Second, identify your existing efforts, current resources and programs being implemented.

- Forms
- Application
 - Project Details
 - Agency Details
 - Contact Information
 - Program Narrative**
 - Implementation Schedule
- Budget Forms
 - Personnel
 - Contractual Services
 - Travel
 - Equipment
 - Other

Grant Application – Program Narrative

- Problem Statement
- Project Purpose
- Project Objectives & Indicators
- Project Evaluation
- Grant-funded Personnel Training
- Project Continuation Potential
- Census & Agency Information

Grant Application – Problem Statement

- Define the problem
- Describe the problem using data
- Establish the target population
- Validate the problem exists
- Identify existing efforts to solve the problem

Grant Application – Problem Statement

Tips to Remember

- Be descriptive and specific
- Use up-to-date data
- Cite your sources
- Be thorough and concise
- Keep it simple and understandable

Grant Application – Project Purpose

- Broad Goal

- Set a S.M.A.R.T Goal

- EXAMPLE: “The primary purpose of this program is to decrease the backlog and/or reduce the number of domestic violence cases through the active and successful prosecution of such cases. A dedicated team consisting of Assistant Solicitors would be involved in the full-time investigation, preparation, and prosecution of domestic violence cases.”

Grant Application – Project Purpose

➤ Specific Plan

- Plan for conducting the project and a rationale for the tasks and activities to be employed to address the problem
- EXAMPLE: “The following tasks and activities will be employed to provide for the active and successful prosecution of cases:
 - The Assistant Solicitor (s) will attend to the day-to-day direction of case preparation and will prosecute domestic violence cases within the ABG Circuit. In addition, they will interview potential witnesses, correspond with counsel for the defendant and the Court, research legal issues, and coordinate the logistics of the actual trial.”

Grant Application – Project Objectives

- Objectives are specific, quantified statements of expected results of the project.
- The objectives must be described in terms of measurable events that can be realistically expected under time constraints and resources.
- Objectives must be related to the Problem Statement and Project Purpose.
- Well-defined goals clarify priorities and establish criteria for success.

Grant Application – Performance Indicators

- Performance indicators state exactly how each objective will be measured.
- Performance indicators must be matched to each program objective.
- Performance indicators are based on quantitative and qualitative data gathering procedures which evaluate and document your project.

Grant Application – Implementation Schedule

- Proposed list of activities planned, when they are to be implemented, and the person responsible.
- Exact dates are not necessary in the "Implementation Proposed Time Frame" section.

Implementation Tasks	Person Responsible	Implementation Proposed (Proposed Quarters)		
<div data-bbox="186 811 807 911"> Develop training materials for in-service traini 51 of 100 </div>	<div data-bbox="894 811 1480 911"> CIT Team 8 of 100 </div>	<div data-bbox="1556 739 2206 983"> <input checked="" type="checkbox"/> 1st Quarter <input checked="" type="checkbox"/> 2nd Quarter <input checked="" type="checkbox"/> 3rd Quarter <input checked="" type="checkbox"/> 4th Quarter </div>	+	-
<div data-bbox="186 1072 807 1172"> Analyze data and evaluate program impacts 41 of 100 </div>	<div data-bbox="894 1072 1480 1172"> Sergeant C. 11 of 100 </div>	<div data-bbox="1556 1001 2206 1245"> <input checked="" type="checkbox"/> 1st Quarter <input checked="" type="checkbox"/> 2nd Quarter <input checked="" type="checkbox"/> 3rd Quarter <input checked="" type="checkbox"/> 4th Quarter </div>	+	-





Office of Financial Services Grants-Accounting

Grant Application –Budget Narrative

- The Budget Narrative should be used to explain why the items listed in the budget are needed
- Each budget category has its own separate budget narrative section
- Do not provide dollar amounts in the narrative

Grants-Accounting Staff Contact List

- Robyn Edwards, Grants Accounting Manager
RobynEdwards@scdps.gov 803-896-9355
- James Pendergrass, Fiscal Analyst
JamesPendergrass@scdps.gov 803-896-8097
- Kristie Branham, Fiscal Analyst
KristieBranham@scdps.gov 803-896-8412

Please submit all inquires to
the Grants Accounting email:
grantsaccounting@scdps.gov

Grant Application – Budget

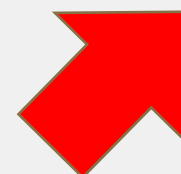


- No supplanting
- Be mindful of any cash match requirements
 - i.e. JAG 90/10 cash match
- Provide quotes where applicable

Grant Application – Budget Personnel Costs

- Salary and Fringe Benefits
- Include any potential salary or fringe benefit increases in the coming year
 - Supply in budget narrative any supporting documentation for increase
- Include one person or type of personnel on each tab
- For more than one grant-funded person
 - Select the ADD button found on the top right corner of the screen

Personnel



Instructions:

- Required fields are marked with an *.
- Select the **SAVE** button to save information on each page.
- Save at least every 30 minutes to avoid losing data.
- To access the next or previous page, select the **NEXT FORM** or **PREVIOUS FORM** button below.
- To **ADD** an additional row, select the (+) button on the right side of the row.
- To **DELETE** an unwanted row, select the (-) button on the right side of the row, and select confirm.
- This form is limited to 20 rows per page. Additional pages may be added.
- Select the **ADD** button to create an additional page.
- Select the **DELETE** button to remove the page.
- If multiple pages are created, the list of pages will display in a folder when selecting the form name in the left-hand navigation.

Check here if this form is not applicable.



Position Title:

If multiple grant-funded positions are being requested, you must select the **ADD** button to create an additional page for each position.

Rate	Salary	Time Worked (# of hours, days, weeks, years)	Percentage of Time	Total
<input type="text"/>	\$ <input type="text"/>	<input type="text"/>	<input type="text"/>	\$0
Salaries - Total(s):				\$0

Grant Application – Budget Personnel Costs

Fringe Benefits

- Type of Benefit –
 - If there is a qualifying employer contribution that is not listed on the dropdown list, it can be entered in a similar manner utilizing the Other Employer Contributions (Itemize) text box

- You can add Other Employer Contributions (Itemize) by clicking on the Plus (+) symbol to the right of the text box

Type of Benefit	Percentage of Annual Salary	Total
Social Security & Medicare (FICA)		
Life Insurance		
Long-term Disability		
Retirement	100	\$50,000
Workers Compensation		
Unemployment Insurance (on first \$7,000 only)		
Health Insurance		
Dental Insurance		
Pre-Retirement Death Benefit		
Accident Death Benefit (Police Officers)		
Salaries - Total(s):		\$50,000

Type of Benefit	Base	Rate	Total
<input type="text"/> +	\$ <input type="text"/>	<input type="text"/>	\$0
Other Employer Contributions (Itemize) <input type="text"/> +	\$ <input type="text"/>	<input type="text"/>	\$0
Fringe Benefits - Total(s):			\$0

Type of Benefit	Base	Rate	Total
<input type="text"/> Add New Row	\$ <input type="text"/>	<input type="text"/>	
Other Employer Contributions (Itemize) <input type="text"/> +	\$ <input type="text"/>	<input type="text"/>	\$0
Fringe Benefits - Total(s):			\$0

Grant Application – Budget Contractual Services

- 2 CFR §200.22 Contract

- “Contract means a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award.”

- EXAMPLE:

- Gotham County creating a Memorandum of Understanding with ABC Counseling Services to provide services to individuals in the County Detention Center.

- Contact Grants-Accounting prior to requesting Contractual Services

Grant Application – Budget Travel Costs

- Travel costs must be consistent with your agency's policies and procedures.
- Verify lodging rates on the GSA website at <http://www.gsa.gov> at the time of grant budget preparation.
- Travel related to training or conferences.
- Exception: Registration goes in "Other" category.

Per Diem

Follow your policy, up to State limits.

	<u>In State</u>	<u>Out of State</u>
Breakfast	\$8	\$10
Lunch	\$10	\$15
Dinner	\$17	\$25
Per Day	\$35	\$50

Grant Application – Budget Travel Costs

- Check box if no Travel is requested
- Purpose of Travel –
 - Enter authorized travel purpose (in-state training or vehicle mileage)
- Type of Expense –
 - Select from dropdown list for Lodging, Per Diem (Meals), or Mileage (to cover vehicle operational costs)
 - Use Other Expense text box for other authorized travel expenses
 - Registration fees do not go on Travel Form (They go on the Form for Other category)



Check here if this form is not applicable.

Purpose of Travel <small>Indicate the purpose/type of trip including location if available (i.e. training, vehicle mileage, etc.)</small>	Type of Expense <small>Lodging, per diem, mileage, etc.</small>	Basis <small>Per Day, mile, etc.</small>	Cost	Quantity	# of State-Funded Personnel	Total		
SCASRO Training Conference 26 of 50	Lodging	Per Day 7 of 50	\$ 182	5	4	\$3,640	+	-
SCASRO Training Conference 26 of 50	Per Diem	Per Trip 8 of 50	\$ 240	1	4	\$960	+	-
Vehicle Mileage 15 of 50	Mileage	Per SRO Vehicle 15 of 50	\$ 8,400	1	4	\$33,600	+	-
	Other Expense		\$			\$0	+	
Travel - Total(s):						\$38,200		

Grant Application – Budget Equipment Costs

- Includes any individual item **\$2,500** or over or items considered 'Sensitive' are in the drop down list
- Vehicle “packages” include accessories
- Computer “packages” include printer/acc.
- Exception: Software
- Obtain quotes to get realistic & updated costs for various items

Company Name

QUOTATION

Quote Date

Quote #

Validity Period

Supplier Info	Buyer Info

Model	Product Name	Image	Specifications	Unit Price	Quantity	Amount

<div style="background-color: #2c4e64; color: white; padding: 2px;">Terms</div> <div style="border: 1px solid #ccc; height: 40px;"></div>	<p>Subtotal: _____</p> <p>Packaging Costs: _____</p> <p>Inspection Fees: _____</p> <p>Sample Fees: _____</p> <p>Sourcing Service Fees: _____</p> <p>Shipping Fees: _____</p> <p>Total: _____</p>
---	--

To accept this quotation, please sign :


Seller: _____ Buyer: _____

Equipment

- Contact Information
- Program Narrative
- Implementation Schedule
- Budget Forms**
- Personnel
- Contractual Services
- Travel
- Equipment**
- Other
- Project Budget Overview**
- Budget Summary
- Attachments**
- Attachments
- Tools
- Landing Page
- Add/Edit People
- Status History

Instructions:

- Required fields are marked with an *.
- Select the **SAVE** button to save information on each page.
- Save at least every 30 minutes to avoid losing data.
- To access the next or previous page, select the **NEXT FORM** or **PREVIOUS FORM** button below.
- To **ADD** an additional row, select the (+) button on the right side of the row.
- To **DELETE** an unwanted row, select the (-) button on the right side of the row, and select confirm.
- This form is limited to 20 rows per page. Additional pages may be added.
- Select the **ADD** button to create an additional page.
- Select the **DELETE** button to remove the page.
- If multiple pages are created, the list of pages will display in a folder when selecting the form name in the left-hand navigation.

Check here if this form is not applicable. 

\$2,500 or more per Unit or a sensitive item as determined by your program.

Itemize - DO NOT USE BRAND NAME. Also, DO NOT include leased, rented items, or software.

Type of Equipment	Cost	Quantity	Total	
<input type="text" value="Body Armor - Stab-Resistant Vest with Carrier"/>	<input type="text" value="\$"/>	<input type="text"/>	\$0	+
<input type="text" value="Other Equipment"/>	<input type="text" value="\$"/>	<input type="text"/>	\$0	+
			Equipment - Total(s):	\$0

Narrative

Grant Application – Budget Other Costs

- Office Supplies and Materials
- Utilities
- Maintenance
- Printing Cost
- Registration Fees
- Advertising
- Lease Agreements
- Indirect Cost*
- Software
- Office Rent
- No “miscellaneous” items allowed

*Please include Signed Indirect Cost Rate Agreement in your application

Other

- Program Narrative
- Implementation Schedule
- Budget Forms**
- Personnel
- Contractual Services
- Travel
- Equipment
- Other**
- Project Budget Overview
- Budget Summary
- Attachments
- Attachments
- Tools
- Landing Page
- Add/Edit People
- Status History
- Attachment Repository
- Modification Summary
- Document Validation
- Notes
- Print Document
- Document Messages

Instructions:

- Required fields are marked with an *.
- Select the **SAVE** button to save information on each page.
- Save at least every 30 minutes to avoid losing data.
- To access the next or previous page, select the **NEXT FORM** or **PREVIOUS FORM** button below.
- To **ADD** an additional row, select the (+) button on the right side of the row.
- To **DELETE** an unwanted row, select the (-) button on the right side of the row, and select confirm.
- This form is limited to 20 rows per page. Additional pages may be added.
- Select the **ADD** button to create an additional page.
- Select the **DELETE** button to remove the page.
- If multiple pages are created, the list of pages will display in a folder when selecting the form name in the left-hand navigation.

Check here if this form is not applicable.



Type of Cost	Cost	Quantity	Total
Indirect Costs	\$		\$0 +
Other Costs	\$		\$0 +
Other - Total(s):			\$0

Narrative

Explain exactly how each item listed in your budget will be utilized. It is important that the necessity of these items, as they relate to the operation of the project, be established. Dollar amounts DO NOT have to be provided.

0 of 5000



Wrap-Up & Important Things To Remember

- All of the Justice grant program applications we just reviewed will be submitted via the new IntelliGrants system.
- New IntelliGrants Agency Administrators are required to request login credentials in advance of the application due date to allow for a vetting process. Review specific program solicitations for New Agency Administrator Registration deadlines, where applicable.
- **Applicants are encouraged to contact us for technical assistance!** We will also conduct a one time application review prior to submittal and provide specific feedback.



FIND ALL OF THE INFORMATION PROVIDED TODAY AND MORE AT <https://scdps.sc.gov/ohsjp>

- Application Tools provide guidelines for commonly requested projects.
- Program Solicitations are a MUST READ before beginning a grant application.
- Website contains staff contact information and link to <https://scdps.intelligrants.com>

Additional Resources

- Bureau of Justice Assistance Current Funding Opportunities: <https://bja.ojp.gov/funding/current>
- National Institute of Justice Current Funding Opportunities: <https://nij.ojp.gov/funding>
- National Criminal Justice Association: <https://www.ncja.org/>
- Office of Juvenile Justice and Delinquency Prevention Current Funding Opportunities: <https://ojjdp.ojp.gov/funding/current>
- Community Oriented Policing Services Current Funding Opportunities: <https://cops.usdoj.gov/grants>

Thank you for your time!

