



**Missouri Department of Public Safety**  
**SFY 2023 Missouri Crime Laboratory Upgrade**  
**Program (MCLUP)**  
**Notice of Funding Opportunity (NOFO)**

**Funding Issued By:**

State of Missouri

**Funding Issued Through:**

Missouri Department of Public Safety

**Funding Opportunity Title:**

SFY 2023 Missouri Crime Laboratory Upgrade Program(MCLUP)

**Introduction:** The Missouri Department of Public Safety is pleased to announce the funding opportunity for the SFY 2023 Missouri Crime Laboratory Upgrade Program (MCLUP). These state administered funds are appropriated and collected pursuant to [Section 488.029 RSMo](#), which requires a surcharge of \$150 be assessed and collected in all criminal cases for any violation of drug offenses in which a crime lab makes analysis of a controlled substance. These fees are deposited in the State Forensic Laboratory Account.

In addition [Section 595.045 RSMo](#), created the “Crime Victims’ Compensation Fund”, a surcharge of \$7.50 shall be assessed as costs in each court proceeding filed in any court in the State of Missouri in all criminal cases, including violations of any county ordinance or any violation of criminal or traffic laws of the State, including an infraction and violation of a municipal ordinance. An annual deposit is then made to the State Forensic Laboratory Account from these fees.

The sum of the drug conviction fees and the Crime Victim Compensation Fund annual deposit is the total amount available to the eligible applicants.

**Program Description:** The goal of MCLUP is to provide financial assistance to defray expenses of Missouri crime laboratories. Such funds are distributed to the crime laboratories serving the courts of the State of Missouri making analysis of a controlled substance or analysis of blood, breath, or urine in relation to court proceedings.

**Period of Performance:** 12 months

**Projected Period of Performance Start Date:** June 1, 2022

**Projected Period of Performance End Date:** May 31, 2023

The FY 2023 MCLUP project period is June 1, 2022 through May 31, 2023. Requests for extensions to this project period are not allowed.

All funds must be obligated and all proposed activities must be performed within this project period. Funds are considered “obligated” when a legal liability to pay a determinable sum(s) for services is incurred, which will require payment during the same or future period.

Funds, which have been properly obligated, should then be expended within 10 days following the project period end date (June 10, 2023). Funds are considered “expended” when payment is made.

Any funds not properly obligated or properly expended will lapse and revert back to the Missouri Department of Public Safety.

**Funding Instrument:** Contract (Subaward Agreement)

**Eligible Applicants:**

- Board of Police Commissioners – Kansas City, MO - \$44,365.00
- City of St. Louis, Police Division – Crime Lab - \$42,734.00
- Missouri State Highway Patrol, Crime Lab - \$257,788.00
- St. Charles County, Crime Lab - \$20,122.00
- St. Louis County, Crime Lab - \$55,681.00

Crime laboratories that serve the courts of the State of Missouri, making analysis of a controlled substance or analysis of blood, breath, or urine in relation to a court proceeding, are eligible for assistance from the MCLUP funding opportunity.

To serve the courts of Missouri, the crime laboratory must be accredited to the standards established in ISO/IEC 17025 “General requirements for the competence of testing and calibration laboratories”.

The applicant agency for the crime laboratory must be its respective unit of state or local government.

To be eligible for funding the applicant agency must be compliant with the following statutes:

**Section 590.650 RSMo – Vehicle Stops Report**

Pursuant to 590.650.3 RSMo, (1) every law enforcement agency shall compile the data described in subsection 2 for the calendar year into a report to the attorney general and (2) each law enforcement agency shall submit the report to the attorney general no later than March 1 of the following calendar year.

**NOTE:** It is the responsibility of the applicant to verify the submission of this report with the Attorney General’s Office prior to submitting an application. Failure to submit the Racial Profiling Report will result in the automatic denial of the application. A copy of such report need not be submitted with the application.

**Section 590.700 RSMo – Written Policy on Recording of Custodial Interrogations**

Pursuant to 590.700.4 RSMo, each law enforcement agency shall adopt a written policy to record custodial interrogations of persons suspected of committing or attempting to commit felony crimes as outlined in subsection 2 of this section.

**NOTE:** It is the responsibility of the applicant to ensure the prescribed written policy is in place prior to submitting an application.

- **Section 43.544 RSMo – Written Policy on Forwarding Intoxication-Related Traffic Offenses**  
Pursuant to 43.544.1 RSMo, each law enforcement agency shall adopt a policy requiring arrest information for all intoxication-related traffic offenses be forwarded to the central repository as required by Section 43.503 RSMo and shall certify adoption of such policy when applying for any grants administered by the department of public safety.

**NOTE:** It is the responsibility of the applicant to ensure the prescribed written policy is in place prior to submitting an application.

- **Section 43.505 RSMo – Uniform Crime Reporting (UCR)**  
Pursuant to Section RSMo 43.505 Uniform Crime Reporting system – duties of department – violations, penalty: Each law enforcement agency is required to submit crime incident reports to the department of public safety on forms or in the format prescribed by the department and submit any other crime incident information which may be required by the Department of Public Safety.

**NOTE:** Show Me Crime Reporting provides a no cost option for agencies to comply with Section 43.505 RSMo. Agencies that are not currently compliant with Section 43.505 RSMo will not be eligible to apply until they have registered with Show Me Crime Reporting.  
<https://showmecrime.mo.gov/CrimeReporting/MIBRSRegistration.html>

- **Section 513.653 RSMo – Federal Equitable Sharing Funds**  
Pursuant to Section 513.653 RSMo Law enforcement agencies using federal forfeiture system, report of federal seizures and the proceeds therefrom: Each law enforcement agency involved in using the federal forfeiture system under federal law shall file a report regarding federal seizures and the proceeds therefrom. Such report shall be filed annually by February fifteenth for the previous calendar year with the state auditor’s office. The report for the calendar year shall consists of a copy of the federal form entitled “ACA Form – Equitable Sharing Agreement and Certification” which is identical to the form submitted in that year to the federal government. Any law enforcement agency that intentionally or knowingly fails to comply with the reporting requirement contained in this section shall be ineligible to receive state or federal funds, which would otherwise be paid to such agency for law enforcement, safety, or criminal justice purposes.

- **Section 650.059.8.2 RSMo – External Investigations**  
Pursuant to Section 650.059.8.2 RSMo Crime laboratory review commission established, purpose, member, vacancies, powers and duties: The commission shall have the power to authorize independent external investigations into allegations of serious negligence or misconduct committed by employees or contractors of a crime laboratory substantially affecting the integrity of forensic results. The commission shall solicit input and guidance from any appropriate expert, as it deems necessary in the investigation process.

**Ineligible Applicants:** Any agency not listed as an eligible applicant

**Eligible Cost Categories:** Eligible applicants may request funding under the following approved budget categories:

- Personnel
- Personnel Benefits
- Personnel Overtime
- Personnel Overtime Benefits
- Travel/Training
- Equipment

- Supplies/Operations
- Contractual

**Unallowable Cost Items:** Items not listed on the approved budget in the Missouri Department of Public Safety WebGrants System.

## **Application and Submission Information:**

### **1. Key Dates and Times**

- **Application Start Date:** April 11, 2022
- **Application Submission Deadline:** May 6, 2022

### **2. Agreeing to Terms and Conditions of the Award**

By submitting an application, applicants agree to comply with the requirements of this NOFO and the terms and conditions of the Subaward Agreement, should they receive an award.

Applications will only be accepted through the Missouri Department of Public Safety (DPS) online WebGrants System. <https://dpsgrants.dps.mo.gov/index.do>

A PowerPoint with instructions on how to apply through the WebGrants System will be available on the DPS website, at the following link <https://dps.mo.gov/dir/programs/cjle/mclup.php>.

As part of the SFY 2023 MCLUP application, each eligible applicant must complete all application forms and provide all required documents:

- 1. Contact Information Form**
- 2. Budget**
- 3. Certified Assurances**
- 4. Named Attachments**
  - a. Lab Accreditation**

**Contact Information:** Additional information and resources can be located on the Missouri Department of Public Safety website: <https://dps.mo.gov/dir/programs/cjle/llebg.php>

WebGrants System, application submission site: <https://dpsgrants.dps.mo.gov/index.do>

## **Department of Public Safety Contacts:**

Grant Officer – Krystal Barnes  
(573) 751-1318  
[Krystal.Barnes@dps.mo.gov](mailto:Krystal.Barnes@dps.mo.gov)

Grant Program Supervisor – Michelle Branson  
(573) 526-9014  
[Michelle.Branson@dps.mo.gov](mailto:Michelle.Branson@dps.mo.gov)

Program Manager – Joni McCarter  
(573) 526-9020  
[Joni.McCarter@dps.mo.gov](mailto:Joni.McCarter@dps.mo.gov)