

2025 Local Violent Crime Prevention (LVCP) Grant

Application Workshop



2025 Local Violent Crime Prevention (LVCP) Grant: Notice of Funding Opportunity

- ▶ The Department of Public Safety, DPS Grants Unit is pleased to announce the funding opportunity for the 2025 Local Violent Crime Prevention (LVCP) Grant
- ▶ This funding opportunity is made available through the Missouri Department of Public Safety's electronic WebGrants System, accessible online at: <https://dpsgrants.dps.mo.gov>
- ▶ Grant Guidance can be located on the Missouri Department of Public Safety Website at: <https://dps.mo.gov/dir/programs/dpsgrants/lvcp.php>

Key Dates

- ▶ **August 7, 2024:**
 - ▶ Application Workshop and Funding opportunity available at <https://dps.mo.gov/dir/programs/dpsgrants/lvcp.php>
 - ▶ Application open in WebGrants <https://dpsgrants.dps.mo.gov/>
- ▶ **September 5, 2024, 4:00 PM CST:**
 - ▶ Funding Opportunity Closes Applications due in WebGrants 4:00 pm CST

*****WebGrants will not accept any applications after this time*****
- ▶ **October 1, 2024:**
 - ▶ Project Start Date
- ▶ **May 31, 2025:**
 - ▶ Project End Date
- ▶ **June 10, 2025:**
 - ▶ Final claim and Status Report due

Local Violent Crime Prevention (LVCP) Grant

- ▶ The Local Violent Crime Prevention (LVCP) grant is a state-administered and funded program
- ▶ The LVCP grant opportunity provides funding to support the establishment and enhancement of local violent crime prevention programs within local law enforcement, and improve the quality of crime data reporting in compliance with National Incident-Based Reporting System (NIBRS), including programs to expand law enforcement engagement activities with youth, churches and or non-profit organizations
- ▶ Priority will be given to applicants that demonstrate the greatest need
- ▶ Max award amount is \$25,000.00

Reimbursement Grant

- ▶ The LVCP program is a reimbursement grant
- ▶ Awarded eligible items must be purchased prior to requesting reimbursement
- ▶ If an agency is unable to pay for items prior to receiving reimbursement they may request “Advance Payment” for invoices more than **\$2,500.00**
 - ▶ Items must be received prior to requesting an “Advance Payment”

Eligible Applicants

- ▶ Any state or local agency within Missouri may apply for LVCP funding for its own law enforcement agency as long as the agency meets the eligibility requirements. To be eligible the applicant agency, must be compliant with the following statutes:
 - ▶ [Section 590.650 RSMo](#): Vehicle Stops Reports
 - ▶ [Section 590.700 RSMo](#): Written Policy on Recording Custodial Interrogations
 - ▶ [Section 43.544 RSMo](#): (formerly 577.005 RSMo): Written Policy on Forwarding Intoxication-Related Arrest Information to the Central Repository
 - ▶ [Section 43.1265 RSMo](#): Police Use of Force Transparency Act of 2021
 - ▶ [Section 43.505 RSMo](#): National Incident-Based Reporting System (NIBRS)
 - ▶ [Section 590.030 RSMo](#): Rap Back Program Participation

Application Instructions

- ▶ The LVCP application process is competitive, DPS Grants will not request additional information from applicants prior to the funding determination process
- ▶ Information provided in the application will be used to determine funding, ensure that all necessary information is provided

Eligible Costs

Examples of allowable cost items include, but are not limited to, the following:

- ▶ License Plate Readers
- ▶ Mobile Data Terminals (MDTs) / Mobile Data Computers (MDCs)
- ▶ Radios (Portables/Handhelds, Mobiles, Repeaters, Base Stations, etc.)
- ▶ Body-Worn Cameras
- ▶ Dash Cameras
- ▶ Gunshot Detection Technology
- ▶ Justice Information Sharing Technology
- ▶ Communication Systems
- ▶ Crime Analytics Software
- ▶ Hardware and Software
- ▶ Biometric Equipment
- ▶ Equipment to assist in youth engagement programs

Ineligible Costs

Additional information is listed in the 2025 LVCP Notice of Funding Opportunity

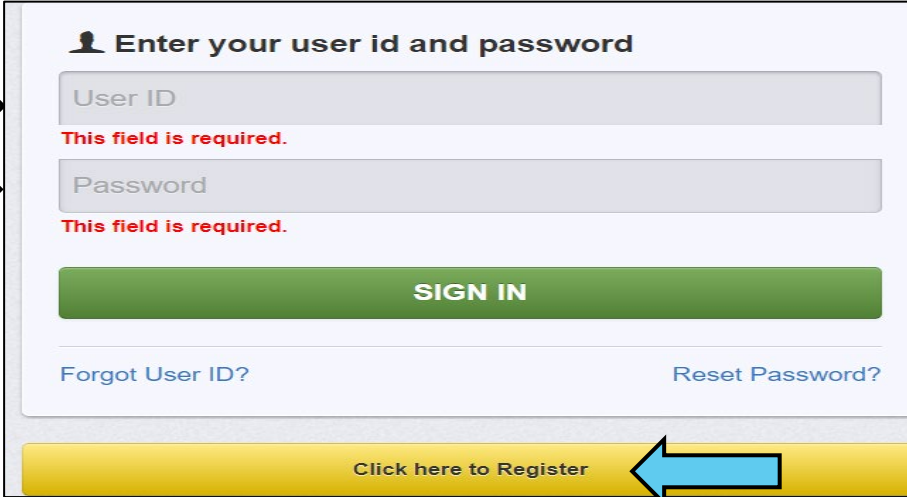
- ▶ Ammunition
- ▶ Protective Clothing/Gloves, Reflective Vests/Raincoats
- ▶ Ballistic Vest, Helmets and Shields
- ▶ Road Flares/Cones
- ▶ Siren Boxes and Speakers
- ▶ Surveillance Systems for Jails
- ▶ Vehicle Cages/Partitions/Seats
- ▶ Gun Racks/Locks
- ▶ Light Bars/Warning Lights/Directional Sticks
- ▶ Firearms
- ▶ Less Lethal Weapons
- ▶ Batons or to the items used in an offensive manner
- ▶ Land Acquisition
- ▶ Personnel Costs
- ▶ Travel and Training Costs
- ▶ Bonuses and Commissions
- ▶ Lobbying
- ▶ Fundraising
- ▶ Corporate Formation
- ▶ State and Local Sales Taxes
- ▶ Cost Incurred Outside the Project Period
- ▶ Aircraft
- ▶ Confidential Funds
- ▶ Military-Type Equipment
- ▶ Radios and Radio-Related Equipment that is not compliant with the Missouri statewide Interoperability Network (MOSWIN)
- ▶ Vessels/Vehicles
- ▶ Unmanned Aircrafts (UAV)/Drones

Application Requirements

- ▶ By applying, applicants agree to comply with the requirements of the LVCP Notice of Funding Opportunity, LVCP Certified Assurances, and the terms and conditions of the award, should they receive an award
- ▶ The Notice of Funding Opportunity and Certified Assurances can be found online at:
 - ▶ DPS Website: <https://dps.mo.gov/dir/programs/dpsgrants/lvcp.php>
 - ▶ WebGrants: <https://dpsgrants.dps.mo.gov>

Application Instructions

- ▶ To begin an application login to the WebGrants System
 - ▶ Returning users or Organizations
 - ▶ Enter User ID & Password
 - ▶ New Users select “Click here to Register”



The image shows a login form titled "Enter your user id and password" with a user icon. It contains two input fields: "User ID" and "Password", both with red error messages below them stating "This field is required.". Below the fields is a green "SIGN IN" button. At the bottom of the form are two links: "Forgot User ID?" and "Reset Password?". Below the form is a yellow button labeled "Click here to Register". Three blue arrows point to the form: two on the left pointing to the input fields, and one on the right pointing to the "Click here to Register" button.

Enter your user id and password

User ID
This field is required.

Password
This field is required.

SIGN IN

[Forgot User ID?](#) [Reset Password?](#)

[Click here to Register](#)

WebGrants

- ▶ If you are applying as a “New User”
 - ▶ Complete the Registration
 - ▶ It may take a few days for your request to be approved by DPS staff

Registration

Save Registration Information

Personnel Contact Information

Please note that fields in red font with an asterisk indicates a required field. Any non-required, black font, fields can be skipped.

Name:
Salutation First Name Middle Last Name

Job Title*:

Email*:

Mailing Address*:

City State/Province Postal Code/Zip

Phone*:
Phone Ext.
####

Fax:
####

Copy Personnel Information to Organization?:

Organization Information

IMPORTANT: Check YES that you are affiliated with an Organization and enter the details for the Organization you represent which intends to apply for grant funds. Your profile will be linked to that Organization so you can conduct business on its behalf within this grant system.

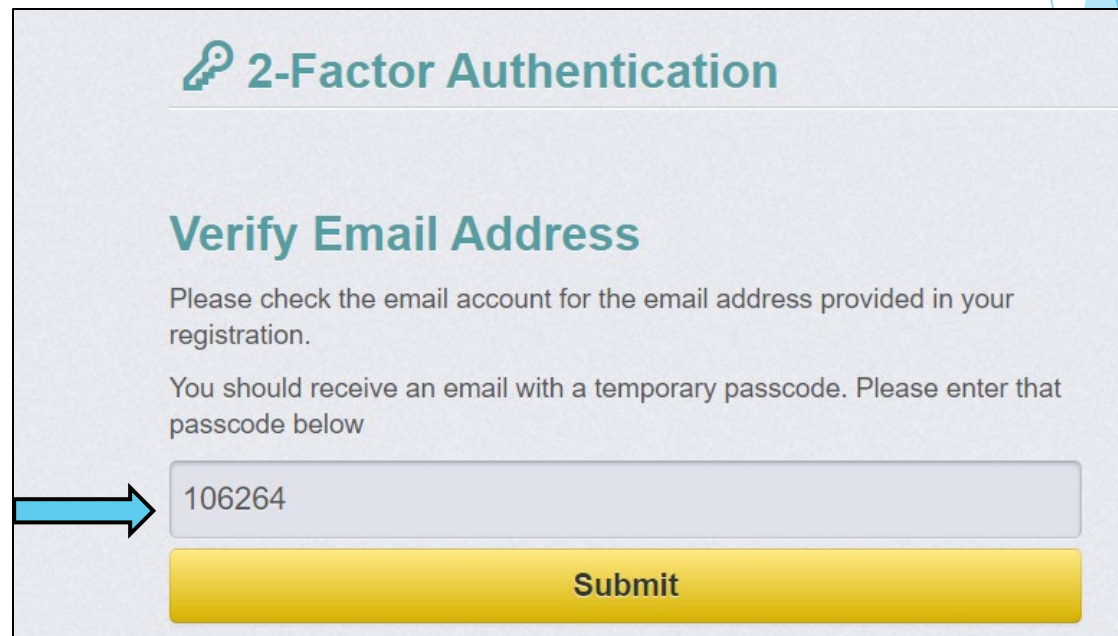
Are you Affiliated with an Organization*?:


Applicant Agency*:

Organization Type*:

Two-Step Verification

- ▶ Passcode
 - ▶ Type in your One-Time Passcode
 - ▶ A one-time passcode will be sent to the email address that is registered with the USER ID



 **2-Factor Authentication**

Verify Email Address

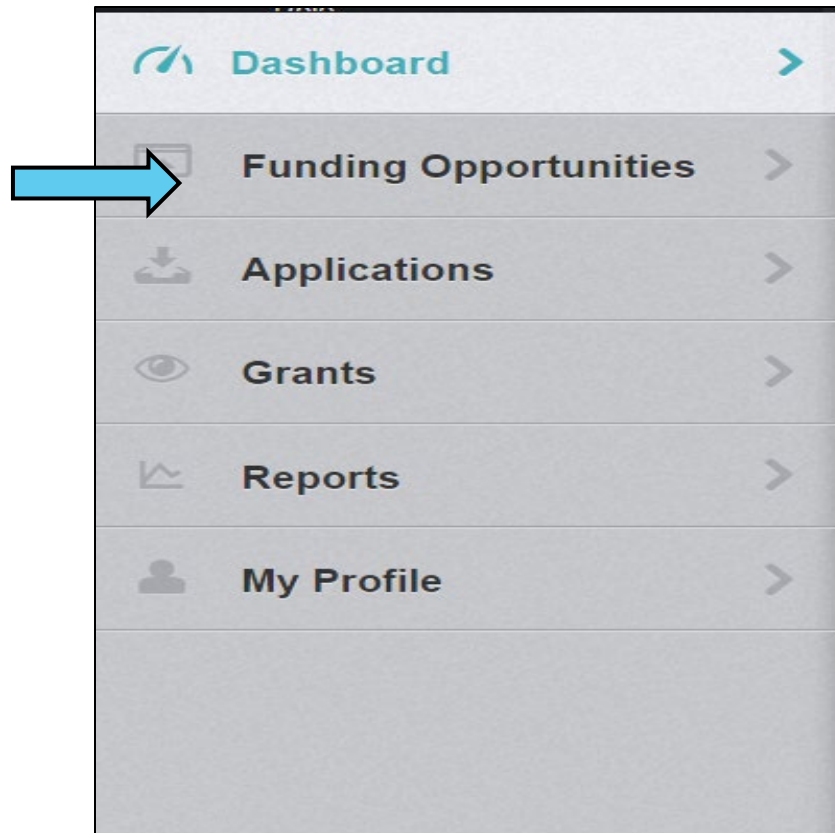
Please check the email account for the email address provided in your registration.

You should receive an email with a temporary passcode. Please enter that passcode below

Submit


LVCP Application

- ▶ Select “Funding Opportunities” from the “Dashboard”



Funding Opportunity

- ▶ From the list of open funding opportunities select the “2025 LVCP Grant”



ID	Status	Title	Program Area	Deadline
32993	Editing	2025 Local Violent Crime Prevention (LVCP)	LVCP-Local Violent Crime Prevention Grant	Aug 7, 2024 4:00 PM

- ▶ Review the Funding Opportunity details:

- ▶ Description
- ▶ Attachments
 - ▶ 2025 LVCP Certified Assurances
 - ▶ 2025 LVCP Notice of Funding Opportunity
- ▶ Website Links
 - ▶ DPS LVCP Informational web page:
<https://dps.mo.gov/dir/programs/dpsgrants/lvcp.php>

Funding Opportunity, cont.

- ▶ After reviewing all the information select “Start a New Application”



- ▶ The forms for this grant have changed, so selecting “Copy Application” will not save time, as forms will be blank
 - ▶ 2025 LVCP Certified Assurances Form
 - ▶ 2025 LVCP Notice of Funding Opportunity (NOFO)
 - ▶ 2025 Application Workshop
 - ▶ Radio Interoperability Guidelines

General Information

- ▶ Complete the General Information:
 - ▶ Primary Contact: Select from the drop-down field
 - ▶ Application Title: Enter “2025 LVCP - Your Agency’s Name”
 - ▶ (i.e., 2025 LVCP Test County Sheriff’s Office)
 - ▶ Organization: Select from the drop down, the Organization for the application
 - ▶ When complete, select “Save Form Information”

Application - General Information

[Save Form Information](#)

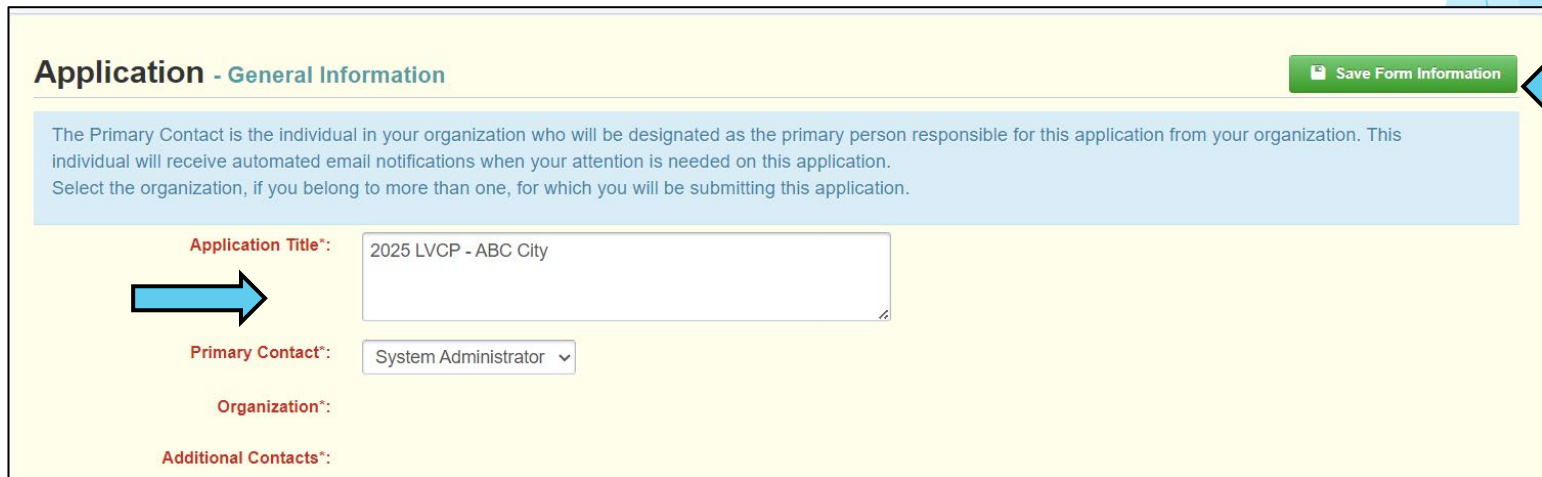
The Primary Contact is the individual in your organization who will be designated as the primary person responsible for this application from your organization. This individual will receive automated email notifications when your attention is needed on this application. Select the organization, if you belong to more than one, for which you will be submitting this application.

Application Title*:

Primary Contact*:

Organization*:

Additional Contacts*:

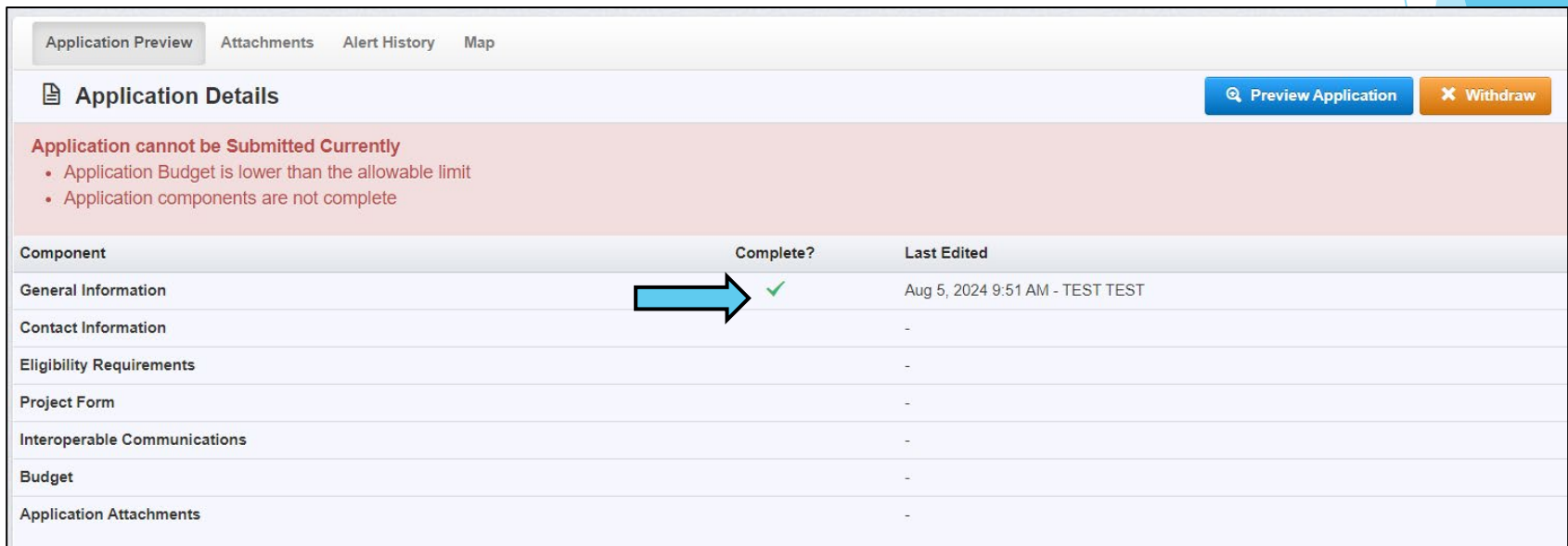


2025 LVCP Application Forms

- ▶ The 2025 LVCP Application will include 7 forms:
 - ▶ General Information
 - ▶ Contact Information
 - ▶ Eligibility Requirements
 - ▶ Project Form
 - ▶ Interoperable Communications
 - ▶ Budget
 - ▶ Application Attachments

Application Instructions cont.

- ▶ Once the General Information component has been completed, the Application Details will appear
- ▶ Each form must be completed and “Marked as Complete” before the application can be submitted



The screenshot displays a web application interface for reviewing an application. At the top, there are navigation tabs: "Application Preview" (selected), "Attachments", "Alert History", and "Map". On the right side, there are two buttons: "Preview Application" (with a magnifying glass icon) and "Withdraw" (with an 'X' icon).

The main content area is titled "Application Details" and contains a red warning message: "Application cannot be Submitted Currently". Below this message are two bullet points: "Application Budget is lower than the allowable limit" and "Application components are not complete".

Below the warning is a table with three columns: "Component", "Complete?", and "Last Edited". A blue arrow points to the "Complete?" column for the "General Information" row, which contains a green checkmark. The "Last Edited" column for "General Information" shows "Aug 5, 2024 9:51 AM - TEST TEST". All other components have a hyphen "-" in the "Complete?" and "Last Edited" columns.

Component	Complete?	Last Edited
General Information	✓	Aug 5, 2024 9:51 AM - TEST TEST
Contact Information	-	-
Eligibility Requirements	-	-
Project Form	-	-
Interoperable Communications	-	-
Budget	-	-
Application Attachments	-	-

Application Forms, cont.

- ▶ Select “Contact Information”
- ▶ Complete each section of the Contact Information Form:
 - ▶ Authorized Official
 - ▶ Project Director
 - ▶ Fiscal Officer
 - ▶ Officer in Charge

*****NOTE** The Authorized Official, Project Director, and Fiscal Officer CANNOT be the same person.***

The screenshot shows a web application interface for an application form. At the top, there are four tabs: 'Application Preview' (selected), 'Attachments', 'Alert History', and 'Map'. Below the tabs is a section titled 'Application Details' with a document icon. A red warning banner states: 'Application cannot be Submitted Currently' with two bullet points: 'Application Budget is lower than the allowable limit' and 'Application components are not complete'. Below the warning is a table with two columns: 'Component' and 'Complete'. The table lists several components: 'General Information' (checked), 'Contact Information' (highlighted with a blue arrow), 'Law Enforcement Eligibility Requirements', 'SCCG Project Package', 'Budget', and 'Application Attachment'.

Component	Complete
General Information	✓
Contact Information	
Law Enforcement Eligibility Requirements	
SCCG Project Package	
Budget	
Application Attachment	

Contact Information

- ▶ This form will collect information for the applicant agency contacts

To be considered eligible for funding, the correct Authorized Official must be designated and have knowledge of the certified assurances associated with this funding opportunity. The Authorized Official is the individual who has the authority to legally bind the applicant into a contract and is generally the applicant's elected or appointed chief executive.

- ▶ **Authorized Official:** (Presiding Commissioner, County Executive, Mayor, City Administrator)
- ▶ **Project Director:** (Sheriff, or Chief of Police/Colonel)
- ▶ **Fiscal Officer:** (Treasurer, Director of Finance, or person of similar duty)
- ▶ **Officer In Charge:** (the individual that will act as the supervisor or commander of the proposed project)

For an application to be considered eligible for funding, the agency's correct Authorized Official MUST be designated in the "Contact Information" form and must sign the Certified Assurances Form

**** If you are unsure who to list as your agency's Authorized Official, or if it may be different from what is listed above, please contact DPS Grants for clarification****

Contact Information, cont.

Contact Information

Authorized Official

*****The correct Authorized Official must be the signatory on this grant for the application to be eligible for funding, please see list below.*****

The Authorized Official is the individual that has the ability to legally bind the applicant agency in a contract (e.g. Presiding Commissioner, Mayor, City Administrator, University President, State Department Director).

- If the applicant agency is a city, the Mayor or City Administrator shall be the Authorized Official. (The Police Chief is NOT the Authorized Official)
- If the applicant agency is a county, the Presiding County Commissioner or County Executive shall be the Authorized Official. (The Sheriff is not the Authorized Official)
- If the applicant agency is a college/university, the University President (or Campus Chancellor, if applicable) shall be the Authorized Official.

*****If you are unable to determine the correct Authorized Official for your agency please contact our office at (573)751-5997; (573) 522-4094; (573) 526-9014 or (573)522-3455****

Name*:

Title
First Name
Last Name

Job Title*:

Agency*:

Mailing Address*:

Enter a PO Box where applicable. If a PO Box is not applicable, enter the physical street address.

Street Address 1:

Contact Information, cont.

- ▶ Enter the information requested
 - ▶ Required fields are designated with a red asterisk *

Contact Information Save Form

Authorized Official

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Name*:
Title First Name Last Name

Job Title*:

Agency*:

Mailing Address*:
Enter a PO Box where applicable. If a PO Box is not applicable, enter the physical street address.

Street Address 1:
If a PO Box is entered on the Mailing Address line, enter the physical street address here. Do not repeat the mailing address!

Street Address 2:

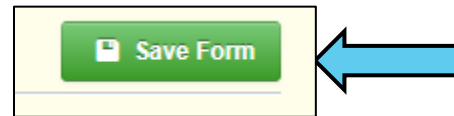
City/State/Zip*:
City State Zip

Email*:

Phone*:

Contact Information, cont.

- ▶ Select “Save Form”, when the form has been completed



- ▶ Select “Mark as Complete”



- ▶ If edits are needed, select “Edit”

Law Enforcement Eligibility Requirements

- ▶ Select “Eligibility Requirements”

Application Preview Attachments Alert History Map

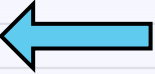
Application Details

[Preview Application](#) [Withdraw](#)

Application cannot be Submitted Currently

- Application Budget is lower than the allowable limit
- Application components are not complete

Component	Complete?	Last Edited
General Information	✓	Aug 5, 2024 9:51 AM - TEST TEST
Contact Information	✓	Aug 5, 2024 10:31 AM - TEST TEST
Eligibility Requirements	-	-
Project Form	-	-
Interoperable Communications	-	-
Budget	-	-
Application Attachments	-	-



Law Enforcement Eligibility Requirements, cont.

- ▶ Law Enforcement Agency Information
 - ▶ Name of the Project Agency (Law enforcement department)
 - ▶ Originating Agency Identifier (ORI)

The screenshot displays a web application interface for managing eligibility requirements. The main header is "Eligibility Requirements - Current Version". Below it, there is a section titled "Law Enforcement Agency Information - Edit" with a "Save Grid" button. The data is presented in a table with one row. The first column contains the text "ABC Agency" and the second column contains "MO12587AE". A blue arrow points from the "ABC Agency" field to the left, and another blue arrow points from the "MO12587AE" field to the right. A second "Save Grid" button is located at the bottom right of the table area.

Law Enforcement Agency Information - Edit	
ABC Agency	MO12587AE

Law Enforcement Eligibility Requirements, cont.

- ▶ Eligibility Requirements

- ▶ Answer questions 1-6 based on the law enforcement agency listed above
 - ▶ If the answer to any of the eligibility questions #1-6 is 'No' the agency is not eligible for funding, please do not continue with the application until the agency becomes compliant

Law Enforcement Eligibility Requirements, cont.

Eligibility Requirements Save Form

- If the answers to any of the eligibility questions #1-4 is 'No' the agency is not eligible for funding please do not continue with the application.*

1. Is the project agency in compliance with Section 590.650 RSMo - Vehicle Stops Reporting?:

* Per Section 590.650 RSMo agencies are required to submit their reports to the Missouri Attorney General's Office by March 1st of each year. Agencies that submitted by the late submission date of March 15th may be eligible for funding but will not take priority over agencies that submitted on time.

2. Is the project agency in compliance with Section 590.700 RSMo? - (Agencies are required to 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 Section 590.700 RSMo):

3. Is the project agency in compliance with Section 43.544 RSMo - (each law enforcement agency shall adopt a policy requiring arrest information for all intoxication-related traffic offenses be forwarded to the central repository):

4. Is the project agency in compliance with Section 590.1265 RSMo - Police Use of Force Transparency Act of 2021?:

* For purposes of grant eligibility, law enforcement agencies will be considered non-compliant if they have not submitted MIBRS reports for three or more months since January 1, 2022

5. Is the project agency in compliance with Section 43.505 RSMo Uniform Crime Reporting - Missouri Incident-Based Reporting System MIBRS (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):

* For purposes of grant eligibility, law enforcement agencies will be considered non-compliant if they have not submitted MIBRS reports for three or more months since January 1, 2022

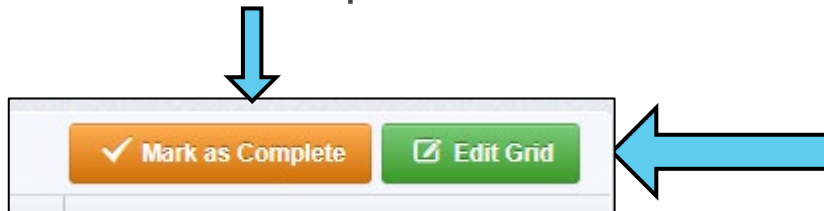
6. Is the project agency in compliance with Section 590.030 RSMo - Rap Back Program Participation (all law enforcement agencies shall enroll in the state and federal Rap Back programs on or before January 1, 2022 and continue to remain enrolled. The law enforcement agency shall take all necessary steps to maintain officer enrollment for all officers commissioned with that agency in the Rap Back programs):

Law Enforcement Eligibility Requirements cont.

- ▶ Select “Save Grid”, when the form has been completed



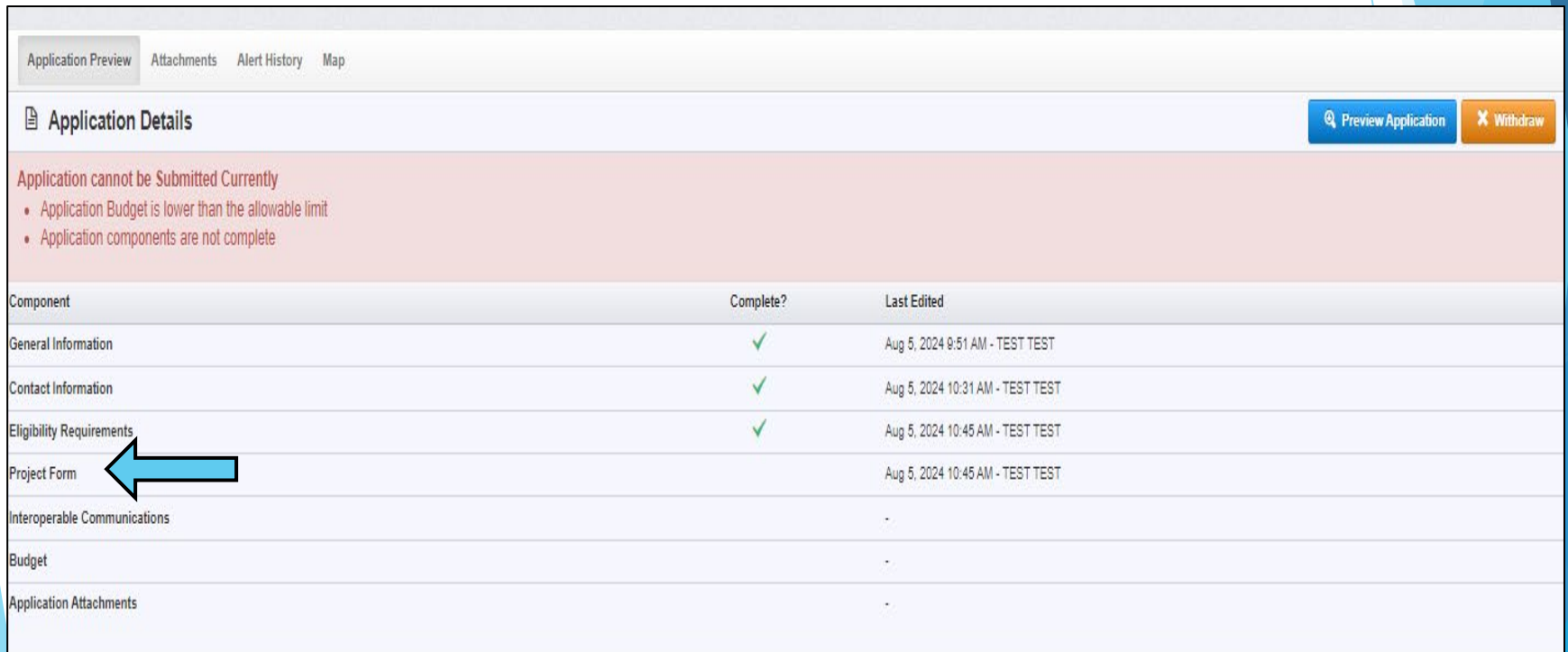
- ▶ Select “Mark as Complete”



- ▶ If edits are needed, select “Edit Grid”

Project Form

- ▶ Select “Project Form”



Application Preview Attachments Alert History Map

Application Details

[Preview Application](#) [Withdraw](#)

Application cannot be Submitted Currently

- Application Budget is lower than the allowable limit
- Application components are not complete

Component	Complete?	Last Edited
General Information	✓	Aug 5, 2024 9:51 AM - TEST TEST
Contact Information	✓	Aug 5, 2024 10:31 AM - TEST TEST
Eligibility Requirements	✓	Aug 5, 2024 10:45 AM - TEST TEST
Project Form		Aug 5, 2024 10:45 AM - TEST TEST
Interoperable Communications	-	
Budget	-	
Application Attachments	-	

Project Form, cont.

- ▶ Project Description information is important, all requested information **MUST** be provided
 - ▶ Answer questions #1-11

The screenshot displays a web-based form titled "Project Form - Current Version". The main section is "Project Description", which includes a "Save Form" button in the top right corner. The form contains four text input fields, each with a specific prompt:

- 1. Describe your Project*:** Describe your Project
- 1.a Explain how this project will assist the reduction and/or prevention of local violent crime*:** Explain how this project will assist the reduction and/or prevention of local violent crime
- 1.b Describe the local violent crime challenges in your area*:** Explain your challenges
- 1.c Describe how the proposed project will help provide solutions to the listed challenges*:** Provide solutions to the listed challenges

Project Form, cont.

2. What items are you requesting to purchase?:

List the items being requested

3. How will the requested items support this project in reducing and/or preventing violent crime?:

How will they help in reducing and/or preventing violent crime

4. Will this project expand youth engagement activities with law enforcement?:

Yes No

4.a If yes, explain how the funding will expand youth engagement activities with law enforcement:

Explain

5. Will this project expand church and/or non-profit engagement activities with law enforcement?:

Yes No

5.a If yes, explain how the funding will expand church and/or non-profit engagement activities with law enforcement:

Explain

6. Provide examples of how the lack of the requested items has affected the department, officers, or citizens in your area:

Provide examples

7. Are the requested items replacing items the agency currently has?:

Yes No

7.a. If yes, please explain why the replacement is necessary, and how the new item(s) will support violent crime reduction and/or prevention?:

Explain why the need for replacement

8. Do the requested items require specialized training?:

Yes No

8.a. If yes, please explain how/when training has/will be provided:

Explain the training required

9. How often will the requested items be used?:

Daily ▾

10. The total number of officers in your department:

10

11. The total number of police vehicles utilized by the department:

10

Project Form cont.

▶ Certified Assurances

- ▶ The Certified Assurances is located at the bottom of the Project Form
 - ▶ The correct Authorized Official must be listed
 - ▶ Applications can be saved without the Authorized Official's information while they review, but **MUST** be completed before the form can be marked complete

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 attests to and/or will comply with the following Certified Assurances if the assistance is awarded:

SFY 2025 LVCP Certified Assurances

I am aware that failure to comply with any of the Certified Assurances will result in my agency being ineligible for funding.

I (The Authorized Official) have read and agree to the terms and conditions of the grant.*:

 Yes No

*****The correct Authorized Official must be the signatory on this grant for the application to be eligible for funding, please see list below.*****

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Authorized Official: the individual who has the authority to legally bind the applicant into a contract.

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If the applicant agency is a college/university, the College/University President (or Campus Chanoellor, if applicable) shall be the Authorized Official.

****If you are unable to determine the correct Authorized Official for your agency please contact our office at (573)522-3455, (573) 751-1318, (573) 522-4094 or (573) 751-5289****

Authorized Official Name and Title*:

Name and Title of person completing this proposed application*:

Date*:

Certified Assurances

- ▶ The Authorized Official is the individual who has the authority to legally bind the applicant into a contract.
- ▶ To be eligible for the LVCP grant opportunity, the Certified Assurances document **MUST** be filled in with the applicant agency's **Authorized Official** information, after the AO has reviewed and approved the application for submission
 - ▶ The correct Authorized Official must be the signatory on the application to be eligible for funding

I am aware that failure to comply with any of the Certified Assurances will result in my agency being ineligible for funding.

I (The Authorized Official) have read and agree to the terms and conditions of the grant.*: Yes No

*****The correct Authorized Official must be the signatory on this grant for the application to be eligible for funding, please see list below.*****

The Authorized Official is the individual that has the ability to legally bind the applicant agency in a contract (e.g. Presiding Commissioner, Mayor, City Administrator, University President, State Department Director, Authorized Official: the individual who has the authority to legally bind the applicant into a contract.

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Authorized Official Name and Title*:

Name and Title of person completing this proposed application*:

Date*:

Certified Assurances, cont.

- ▶ Select “Save Form”, when the form has been completed



- ▶ After selecting “Save Form” verify that the signed Certified Assurances is signed by the correct Authorized official

- ▶ Select “Mark as Complete”



Interoperable Communications

- ▶ Review the Missouri Radio Interoperability Guidelines before applying for radios
 - ▶ [Radio Interoperability Guidelines \(mo.gov\)](#)
- ▶ Select “Interoperable Communications”

Component	Complete?	Last Edited
General Information	✓	Aug 5, 2024 9
Contact Information	✓	Aug 5, 2024 1
Eligibility Requirements	✓	Aug 5, 2024 1
Project Form	✓	Aug 5, 2024 1
Interoperable Communications		-
Budget		-
Application Attachments		-


- ▶ If your agency is requesting a radio, this section must be accurately completed to be eligible for funding

Interoperable Communications, cont.

- ▶ To be P25 CAP Compliant and eligible for Federal or State of Missouri grant funding, radios must meet one of the following encryption requirements
 - ▶ Have no encryption
 - ▶ Have AES 256 algorithm
 - ▶ Have AES 256 algorithm along with any other non-standard encryption algorithms

Interoperable Communications, cont.

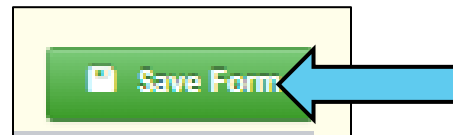
▶ Answer Question 1

 Radio Interoperability Save Form

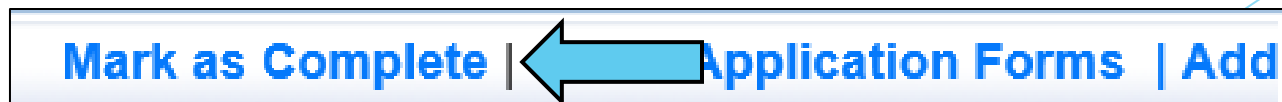
Refer to the [Radio Interoperability Guidelines](#) for reference to a list of radios certified as meeting the P25 standard by the Missouri Department of Public Safety, and certified to operate on the MOSWIN by the manufacturer.

1. Are you applying for interoperable communications equipment?

▶ If you mark the question “No”, select “Save and then,



▶ Select “Mark as Complete”



Interoperable Communications, cont.

- ▶ Answer each question
 - ▶ If you answered the questions as “Yes”, additional questions will appear

Radio Interoperability

Refer to the [Radio Interoperability Guidelines](#) for reference to a list of radios certified as meeting the P25 standard by the Missouri Department of Public Safety, and certified to operate on the MOSWIN by the manufacturer.

1. Are you applying for interoperable communications equipment?:

2. Are you applying for a mobile radio(s) (vehicle dash mounted, remote mount or base station)?:

2.a Eligible mobile radios are listed in the dropdown menu. Please select the model you are applying for:

3. Are you applying for a portable radio(s) (handheld)?:

3.a Eligible portable radios are listed in the dropdown menu. Please select the model you are applying for:

3.b As required by the MO DP 8 Radio Interoperability Guidelines, portable radios must be paired with an existing agency-owned and installed MOSWIN mobile radio via a public safety grade in-car repeater. Do you currently have a MOSWIN mobile radio to pair with portable radio(s) being requested?:

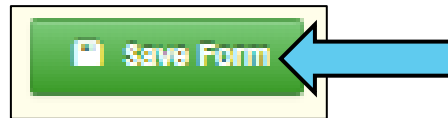
3.c As required by the MO DP 8 Radio Interoperability Guidelines, portable radios must be paired with an existing agency-owned and installed MOSWIN mobile radio via a public safety grade in-car repeater. Do you currently have a public safety grade in-car repeater?:

3.c (a) If yes, please provide the model and manufacturer of the in-car repeater.:

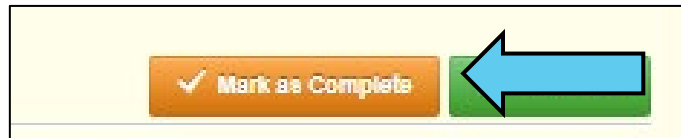
4. Does the vendor quote for the requested radios include the encryption requirements as listed on the Radio Interoperability Guidelines?:

Interoperable Communications, cont.

- ▶ Once the form is completed, select “Save Form”



- ▶ Select “Mark as Complete”



Budget

- ▶ Select “Budget”

Component	Complete?	Last Edited
General Information	✓	Aug 5, 2024 9
Contact Information	✓	Aug 5, 2024 1
Eligibility Requirements	✓	Aug 5, 2024 1
Project Form	✓	Aug 5, 2024 1
Interoperable Communications	✓	Aug 5, 2024 1
Budget		-
Application Attachments		-


Budget, cont.

- ▶ Enter each budget line by selecting “Add” and completing all required information
- ▶ Select “Save”
- ▶ Equipment Item - defined as tangible property having an acquisition cost of \$5,000 or more, and a useful life of more than one year
 - ▶ Items that do not meet the equipment definition should be requested under the Supplies category
- ▶ Supplies -Requested items that do not meet the threshold for equipment
- ▶ Maximum amount that can be requested is \$25,000

Budget, cont.

- ▶ To enter the budget, select “Add Row” for each budget line



 Budget - Multi-List [✓ Mark as Complete](#) [+ Add Row](#)

Maximum Budget Total must be less than or equal to \$25,000

Item Name	Budget Category	Line Description	Quantity	Unit Cost	Total Cost
No Data for Table					

Last Edited By: TEST TEST - Aug 5, 2024 12:00 PM [+ Add Row](#)

Budget, cont.

- ▶ **Item Name:** should be a brief description of what the budget line is requesting (i.e., Mobile Radio)
- ▶ **Budget Category:** select from the drop line the category of the request item(s)
- ▶ **Line Description:** brief description of the budget line (i.e., Motorola APX 8500)
- ▶ **Quantity:** how many of this item are being requested for funding
- ▶ **Unit Cost:** this should be the amount per item
 - ▶ This line will multiple the quantity to equal the total cost amount being requested

Budget, cont.

▶ Example of Equipment

Budget Save Row

Maximum Budget Total must be less than or equal to \$25,000

Item Name*:

Brief General Description of the Item (ie. Mobile Radio, Patrol Car, Traffic Cones, etc.)

Budget Category*:

Select a category from the drop down list.
Equipment definition: Equipment will have a per item value of \$1,000.00 or more and a useful life of over one year.
If the item in this requested in this line does not meet that definition it should be entered under supplies.

Line Description*:

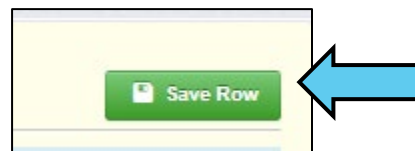
Use this field to provide additional brief description about the item (ie. Radio Model, size of equipment, what is included in a medical kit, etc.)

Quantity*:

Unit Cost*:

Total Cost*:

▶ Select “Save Row”



Budget, cont.

- ▶ After selecting “Save Row” the budget line will be added to the budget

Budget						Mark as Complete Go to Application Forms Add
<i>Maximum Budget Total must be less than or equal to \$25,000</i>						
Item Name:	Budget Category	Line Description:	Quantity:	Unit Cost:	Total Cost:	
Mobile Radio	10. Equipment	Motorola APX 8500	3.0	\$5,500.00	\$16,500.00	

- ▶ Select “Add” for any additional Equipment and/or Supplies Items and repeat the process

Budget, cont.

- ▶ Provide the required justification for all budget lines by selecting “Edit All Rows” at the top of the page
- ▶ Justification for all requested items can be completed at the same time



Budget - Multi-List ✓ Mark as Complete + Add Row ✎ Edit All Rows

Maximum Budget Total must be less than or equal to \$25,000

Item Name	Budget Category	Line Description	Quantity	Unit Cost	Total Cost
Mobile Radio	10. Equipment	Motorola APX 8600	3.00	\$5,500.00	\$16,500.00
		Subtotal			

Last Edited By: TEST TEST - Aug 5, 2024 12:11 PM + Add Row

Budget Justification - Grid ✓ Mark as Complete ✎ Edit Grid

Justification required for each item listed in the budget
In a narrative format, provide the following separately for each budget line item listed above:

- What is the item?
- Explain the cost basis for the amount requested. (i.e. quote(s))
- How will the item be used?
- Who will use the item?
- Where will the supplies/equipment be housed? (i.e. issued to officer, patrol vehicle, police station, etc.) If you are requesting more than one item in the budget provide a justification for each budget line in the same order as they are listed on the budget. Leave space between each item's justification.

Agencies applying for mobile radios, portable radios, and/or repeaters must also refer to the "Radio Interoperability Guidelines" of the Missouri Interoperability Statewide Network (MOSWIN) posted online at DPS-LVCP Webpage for additional justification instructions, in addition to those stated above. (Applications lacking sufficient justification or inadequate details to determine if the project meets the MOSWIN grant requirements will not be eligible for funding)

Row

Last Edited By: TEST TEST - Aug 5, 2024 12:11 PM ✎ Edit Grid

Budget, cont.

- ▶ Justification should be provided **separately** for each equipment line
 - ▶ Identify what is the item(s) being requested
 - ▶ Address how the item(s) will be used
 - ▶ Provide a cost basis of the requested item(s)
 - ▶ Indicate who will use the requested item(s)
 - ▶ Describe if the item(s) is a replacement, an addition, or something that the agency does not currently have
 - ▶ List the location of where the item will be housed
 - ▶ Agencies applying for mobile radios, portable radios, and/or repeaters must also refer to the “Radio Interoperability Guidelines” for additional justification instructions:
 - ▶ <https://dps.mo.gov/dir/programs/ohs/documents/RadioInteroperabilityGuidelinesUPDATED-07-18-2022.pdf>

Budget, cont.

▶ Example

- ▶ Mass edits to the budget can also be made

Budget Justification

Justification required for each item listed in the budget*

In a narrative format, provide the following separately for each budget line item listed above:

- *What is the item?*
- *Explain the cost basis for the amount requested. (i.e. quote(s))*
- *How will the item be used?*
- *Who will use the item?*
- *Where will the supplies/equipment be housed? (i.e. issued to officer, patrol vehicle, police station, etc.) If you are requesting more than one item in the budget provide a justification for each budget line in the same order as they are listed on the budget. Leave space between each item's justification.*

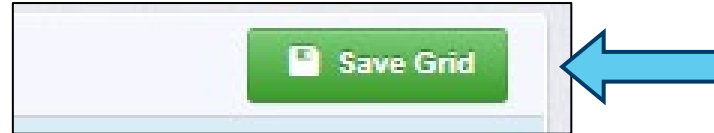
Agencies applying for mobile radios, portable radios, and/or repeaters must also refer to the "Radio Interoperability Guidelines" of the Missouri Interoperability Statewide Network (MOSWIN) posted online at [DPS-LVCP Webpage](#) for additional justification instructions, in addition to those stated above. (Applications lacking sufficient justification or inadequate details to determine if the project meets the MOSWIN grant requirements will not be eligible for funding)

Row

- ▶ Justification should be provided separately for each equipment line
- ▶ Identify what is the item(s) being requested
- ▶ Address how the item(s) will be used
- ▶ Provide a cost basis of the requested item(s)
- ▶ Indicate who will used the requested item(s)
- ▶ Describe if the item(s) is a replacement, an addition, or something that the agency does not currently have
- ▶ List the location of where the item will be housed
- ▶ Agencies applying for mobile radios, portable radios, and/or repeaters must also refer to the "Radio Interoperability Guidelines" for additional justification instructions:
- ▶ <https://dps.mo.gov/dir/programs/ohs/documents/RadioInteroperabilityGuidelinesUPDATED-07-18-2022.pdf>

Budget, cont.

- ▶ When the Budget and the Justification are completed select, “Save”



- ▶ Select “Mark as Complete”



Application Attachment

- ▶ Select “Application Attachment”

The screenshot shows a web interface with a navigation bar containing 'Application Preview', 'Attachments', 'Alert History', and 'Map'. Below the navigation bar is a section titled 'Application Details' with a document icon. A red warning banner states 'Application cannot be Submitted Currently' with a bullet point: 'Application components are not complete'. Below this is a table with two columns: 'Component' and 'Complete?'. The table lists several components, all of which are marked as complete with green checkmarks. The 'Application Attachment' component is highlighted with a blue arrow pointing to it from the left.


Component	Complete?
General Information	✓
Contact Information	✓
Law Enforcement Eligibility Requirements	✓
SCCG Project Package	✓
Budget	✓
Application Attachment	


Application Attachments, cont.

- ▶ Recommended Attachments
 - ▶ Quote (Cost basis)
 - ▶ Examples: Vendor quotes, screenshots of website costs, etc.

Application Attachment, cont.

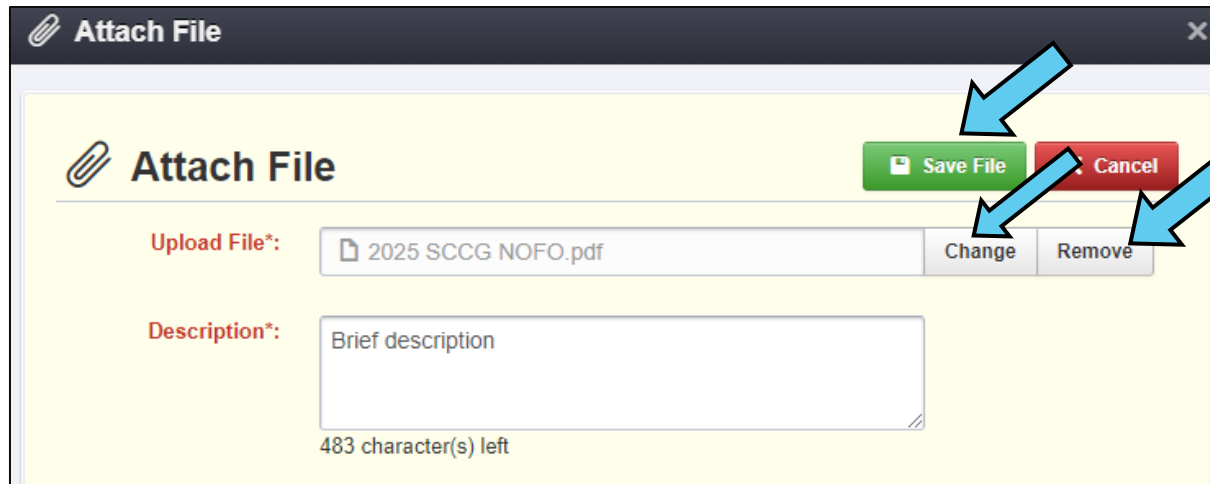
- ▶ To attach, select the hyperlink for that attachment

 - Named Attachments [✓ Mark as Complete](#)

Named Attachment	Required	Description	File Name 	Type	Size	Upload Date	Delete?
Required Attachments							
Audit (if no audit is available the most recent financial statement):	✓						
Federal Fund Schedule (if not included in the audit):							
Other Attachments							
Quote:							
Other:							
Other:							
Other:							

Application Attachments, cont.

- ▶ Select “Select File” to search your computer for the file
 - ▶ Provide a brief description for the document
- ▶ When complete, select “Save File”
 - ▶ You may remove or change an attachment from here as well



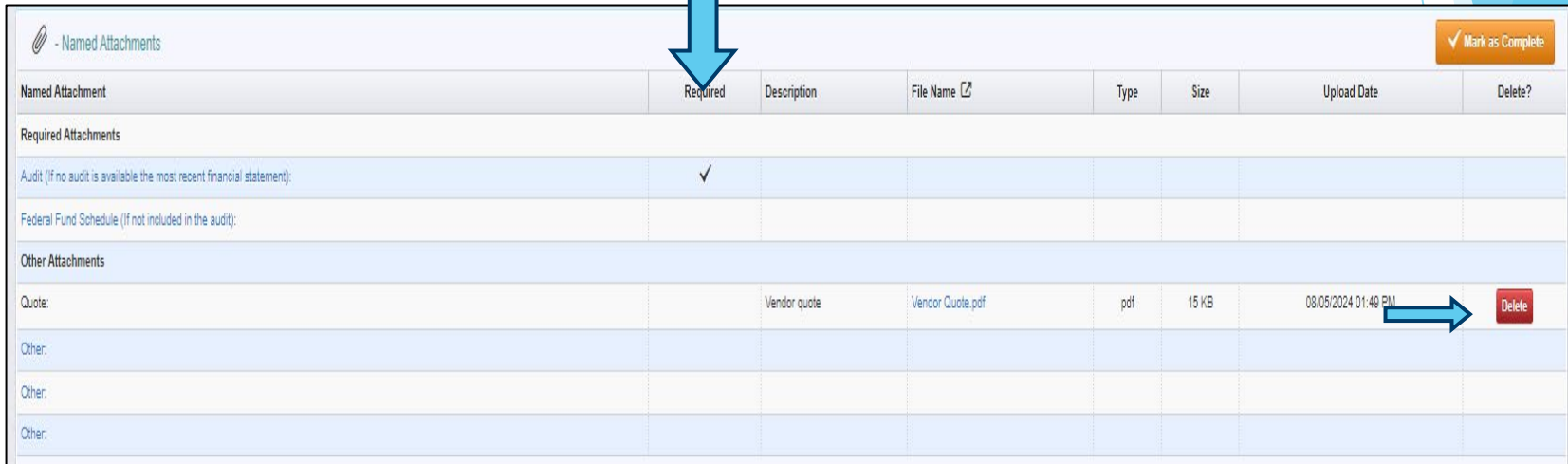
The screenshot shows a dialog box titled "Attach File" with a close button (X) in the top right corner. The dialog has a yellow background and contains the following elements:

- Header:** A paperclip icon followed by the text "Attach File".
- Buttons:** A green "Save File" button and a red "Cancel" button are positioned in the top right area.
- Upload File*:** A text input field containing the filename "2025 SCCG NOFO.pdf". To the right of the input field are two buttons: "Change" and "Remove".
- Description*:** A text area containing the text "Brief description". Below the text area, it indicates "483 character(s) left".

Three blue arrows point to the "Save File" button, the "Change" button, and the "Remove" button, highlighting their locations.

Application Attachments cont.

- ▶ After all attachments have been uploaded, select “Mark as Complete”
 - ▶ You can also delete attachments from this view

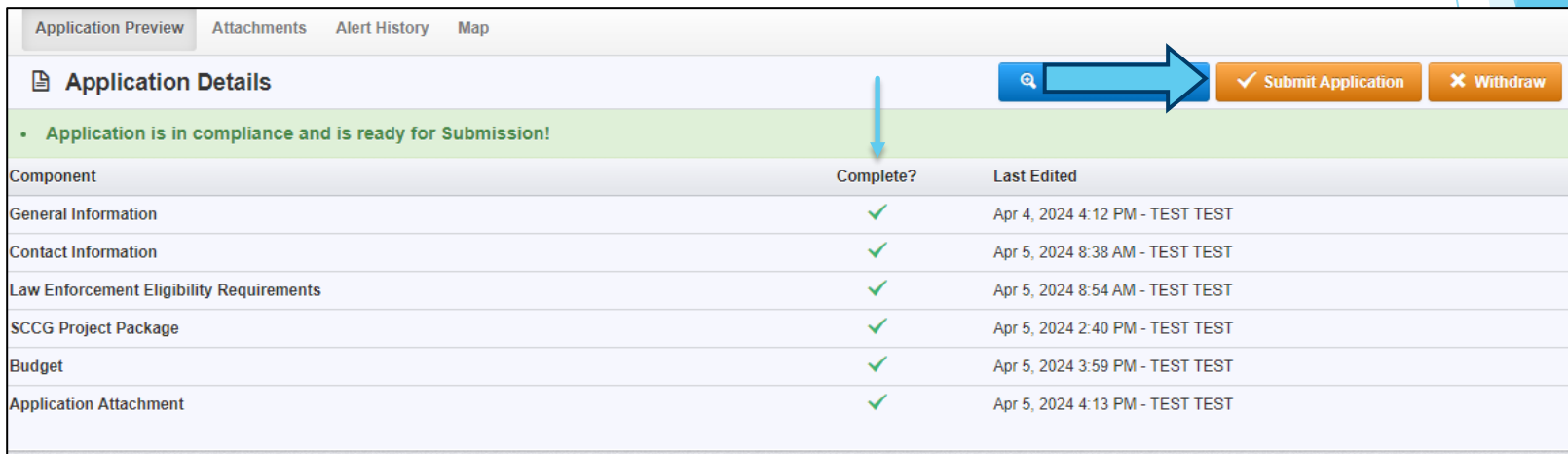


The screenshot shows a web interface for managing attachments. At the top left, there is a paperclip icon and the text '- Named Attachments'. At the top right, there is an orange button labeled 'Mark as Complete'. Below this is a table with the following columns: 'Named Attachment', 'Required', 'Description', 'File Name', 'Type', 'Size', 'Upload Date', and 'Delete?'. The table is divided into two sections: 'Required Attachments' and 'Other Attachments'. Under 'Required Attachments', there are two rows: 'Audit (if no audit is available the most recent financial statement):' with a checkmark in the 'Required' column, and 'Federal Fund Schedule (if not included in the audit):'. Under 'Other Attachments', there are four rows. The first row is 'Quote:' with 'Vendor quote' in the 'Description' column, 'Vendor Quote.pdf' in the 'File Name' column, 'pdf' in the 'Type' column, '15 KB' in the 'Size' column, and '08/05/2024 01:49 PM' in the 'Upload Date' column. A red 'Delete' button is visible in the 'Delete?' column for this row, with a blue arrow pointing to it. The other three rows under 'Other Attachments' are empty.

Named Attachment	Required	Description	File Name	Type	Size	Upload Date	Delete?
Required Attachments							
Audit (if no audit is available the most recent financial statement):	✓						
Federal Fund Schedule (if not included in the audit):							
Other Attachments							
Quote:		Vendor quote	Vendor Quote.pdf	pdf	15 KB	08/05/2024 01:49 PM	Delete
Other:							
Other:							
Other:							

Submit Application

- ▶ When all forms are checked marked complete, select “Submit Application:

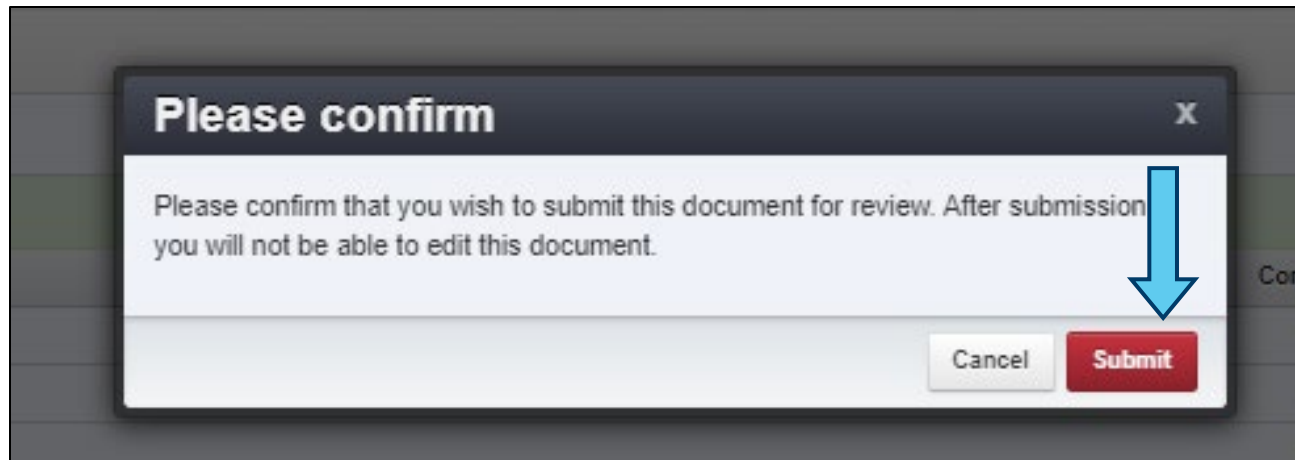


The screenshot displays a web application interface for submitting an application. At the top, there are navigation tabs: "Application Preview", "Attachments", "Alert History", and "Map". Below these is a section titled "Application Details" with a search icon and a blue arrow pointing to the right. To the right of the search bar are two buttons: "Submit Application" (with a checkmark icon) and "Withdraw" (with an 'X' icon). A green banner below the search bar contains the message: "Application is in compliance and is ready for Submission!". Below this banner is a table with three columns: "Component", "Complete?", and "Last Edited". The table lists six components, all of which are marked as complete with a green checkmark. A blue arrow points from the "Submit Application" button down to the "Complete?" column of the table.

Component	Complete?	Last Edited
General Information	✓	Apr 4, 2024 4:12 PM - TEST TEST
Contact Information	✓	Apr 5, 2024 8:38 AM - TEST TEST
Law Enforcement Eligibility Requirements	✓	Apr 5, 2024 8:54 AM - TEST TEST
SCCG Project Package	✓	Apr 5, 2024 2:40 PM - TEST TEST
Budget	✓	Apr 5, 2024 3:59 PM - TEST TEST
Application Attachment	✓	Apr 5, 2024 4:13 PM - TEST TEST

Submit Application, cont.

- ▶ A pop-up box will ask if you are sure you are ready to submit, if you are sure, select “Submit”



Submit Application, cont.

- ▶ The Primary Contact from the General Information component will receive a confirmation email stating that the application has been submitted

From: dpswebgrants@dps.mo.gov <dpswebgrants@dps.mo.gov>
Sent: Friday, April 5, 2024 4:17 PM
To: dpswebgrants <dpswebgrants@dps.mo.gov>
Subject: WebGrants - Missouri Department of Public Safety - Application - #27141 - Submitted

**** DO NOT RESPOND TO THIS EMAIL ****

The following Application has been submitted:

Application Number: 27141
Project Title: SCCG 2025 - ABC City Task Force
Program Area: State Cyber Crime Grant
Applicant Agency: BaseLine Organization
Primary Contact: TEST TEST

If this email requires your attention, you may log into the WebGrants grants management system at <https://dpsgrants.dps.mo.gov>. You can view or print a copy of the submitted application under the "My Applications" module.

You may now log into the WebGrants system at the following location:
<https://dpsgrants.dps.mo.gov/>

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