SFY 2026
Local Violent Crime Prevention (LVCP) Grant
Application Workshop

SFY 2026 Local Violent Crime Prevention Grant (LVCP) Notice of Funding Opportunity

- The Department of Public Safety is pleased to announce the funding opportunity for the SFY 2026 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 19, 2025:   LVCP Regionalization funding opportunity opens in WebGrants https://dpsgrants.dps.mo.gov/

September 15, 2025:   LVCP applications due in WebGrants **5:00 pm CST**
WebGrants will not accept any applications after this time

October 1, 2025:   Project Start Date

May 31, 2026:   Project End Date

June 10, 2026:   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 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)

- ▶ Funding will be utilized to advance violent crime reduction efforts by improving trust and cooperation between communities and law enforcement in the state of Missouri

- ▶ 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

▶ To be eligible for grant funding through the Missouri Department of Public Safety (DPS), agencies must be compliant with the requirements listed below at the time of application and if awarded funding, must maintain compliance throughout the grant period of performance:

  ▶ Section 590.650 RSMo: Vehicle Stops Reports

  ▶ Section 590.700 RSMo: Written Policy on Recording Custodial Interrogations

  ▶ Section 43.544 RSMo: Written Policy on Forwarding Intoxication-Related Arrest Information to the Central Repository

  ▶ Section 590.1265 RSMo: Police Use of Force Transparency Act of 2021

  ▶ Section 43.505 RSMo: Uniform Crime Reporting (UCR)

  ▶ Section 590.030 RSMo: Rap Back Program Participation

Law enforcement agencies shall certify compliance with these requirements when applying for grants administered by DPS

Application Instructions

- The LVCP application process is competitive

- DPS Grants **<u>WILL NOT</u>** 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

Allowable Costs

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

- License Plate Readers (LPR's)

- Mobile Data Terminals (MDT's) /Mobile Data Computers (MDC's)

- MOSWIN approved 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

Unallowable Costs
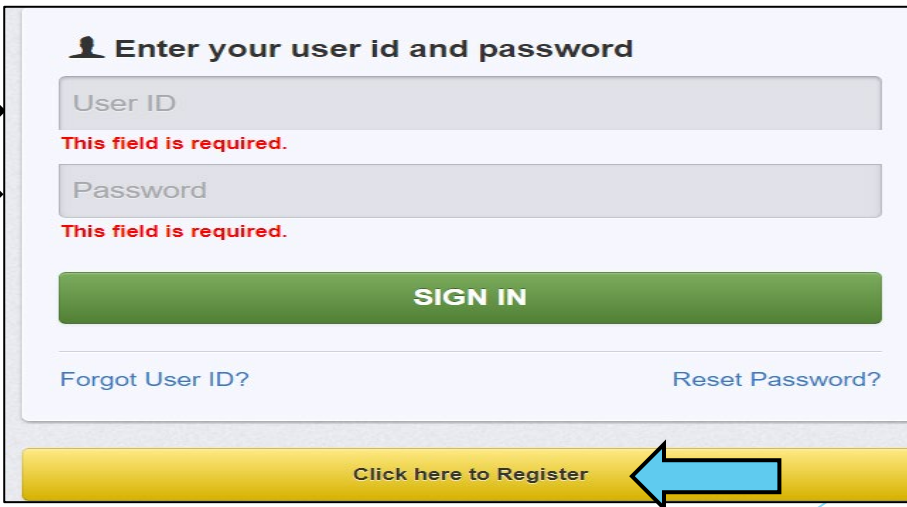
- Ammunition
- Protective Clothing/Gloves, Reflective Vests/Raincoats
- Ballistic Vest,, Helmets and Shields
- Road Flares/Cones
- Siren Boxes and Speakers
- Surveillance Systems for Jails
- Vehicle Cages/Partitions/Seats
- Gun Racks/Locks
- Light Bars/Warning Lights/Directional Sticks
- Firearms
- Less 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"

WebGrants

- If you are applying as a "New User"

  - Complete all requested information and select "Save Registration Information"

    - This is a request that must be approved by DPS

    - When you request has been approved you will receive emails with a User ID and Password

Two-Step Verification

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

🔑 2-Factor Authentication

Verify Email Address

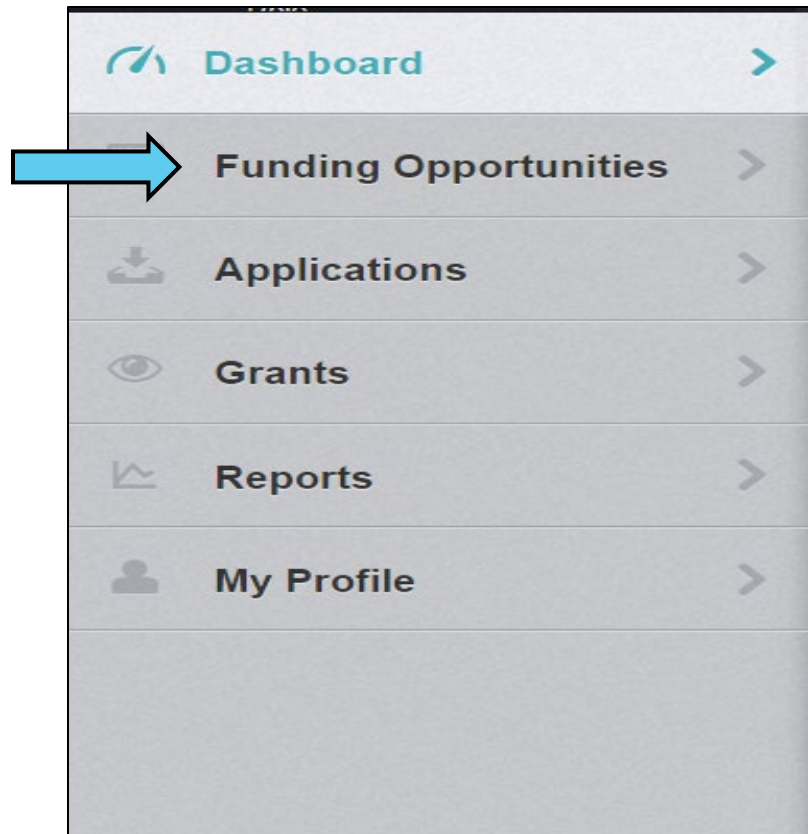Please check the email account for the email address provided in your registration.

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

106264

Submit

LVCP Application

▶ Select "Funding Opportunities" from the "Dashboard"

Funding Opportunity

▶ From the list of open funding opportunities select the "SFY 2026 Local Violent Crime Prevention (LVCP)"

ID	Status	Title	Program Area	Deadline
46005	Test	SFY 2026 Local Violent Crime Prevention (LVCP) TEST	LVCP-Local Violent Crime Prevention Grant	Sep 15, 2025 4:00 PM

▶ Review the Funding Opportunity details:

- ▶ Description
- ▶ Attachments
  - ▶ SFY 2026 LVCP Certified Assurances
  - ▶ SFY 2026 LVCP Notice of Funding Opportunity
- ▶ Website Links
  - ▶ DPS LVCP website:
    https://dps.mo.gov/dir/programs/dpsgrants/lvcp.php
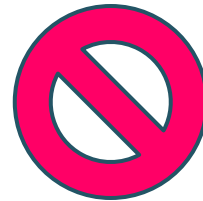
Funding Opportunity

▶ After reviewing all information in the Funding Opportunity select "Start a New Application"

  ▶ SFY 2026 LVCP Certified Assurances Form

  ▶ SFY 2026 LVCP Notice of Funding Opportunity (NOFO)

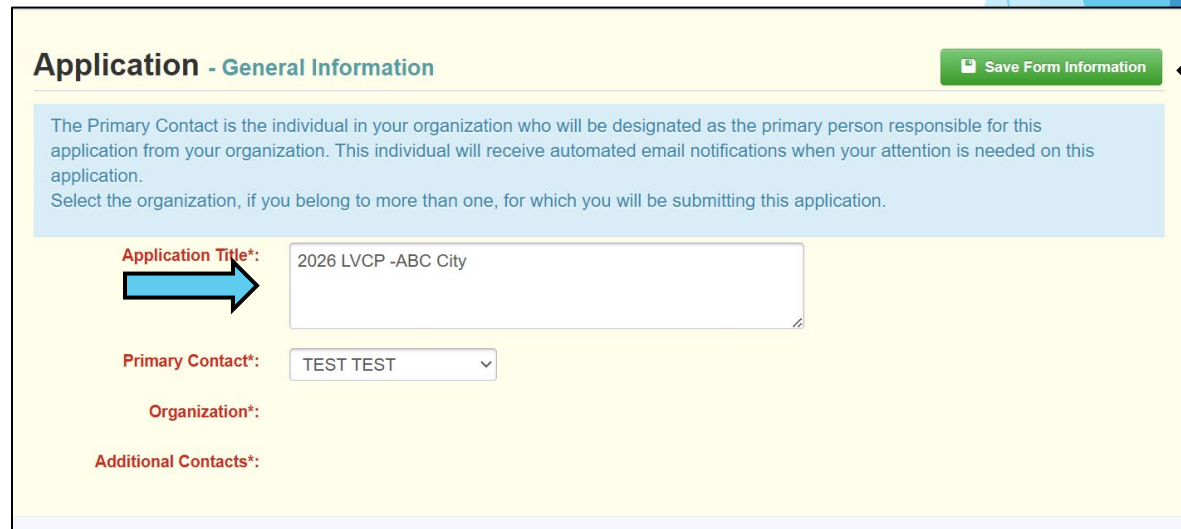 ▶ SFY 2026 LVCP Application Workshop

  ▶ Radio Interoperability Guidelines

📤 Funding Opportunity Details   📝 Start New Application

General Information

▶ Complete the General Information:

  ▶ Application Title: Enter "SFY 2026 LVCP – Your Agency's Name"

    ▶ (**i.e., SFY 2026 LVCP Test County Sheriff's Office**)

  ▶ Primary Contact: Select from the drop-down field

  ▶ Organization: Select from the drop down, the Organization for the application

  ▶ When complete, select "Save Form Information"
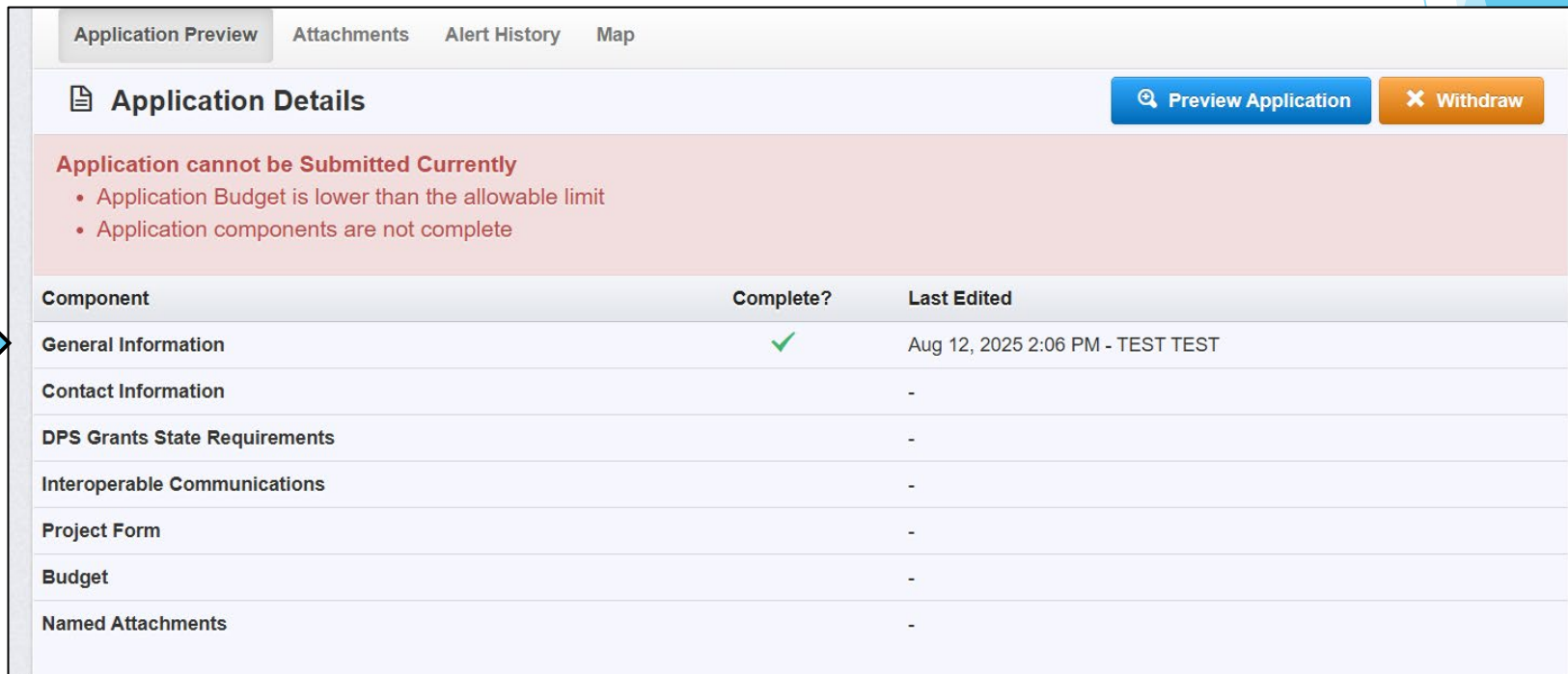
Application Forms

- The SFY 2026 LVCP Application will include 7 forms:
    - General Information
    - Contact Information
    - DPS Grants State Requirements
    - Interoperable Communications
    - Project Form
    - Budget
    - Named Attachments

Application Forms

▶ Once the General Information component has been completed the Application Forms will appear

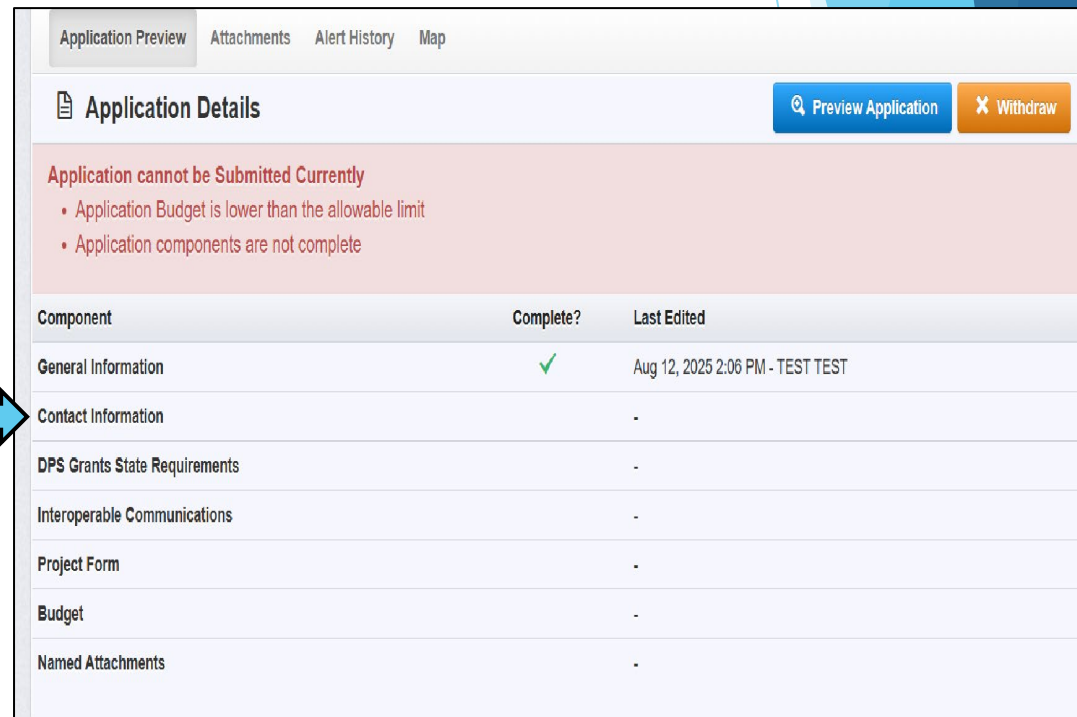▶ Each form must be completed and "Marked as Complete" before the application can be submitted

| 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 12, 2025 2:06 PM - TEST TEST
Contact Information		-
DPS Grants State Requirements		-
Interoperable Communications		-
Project Form		-
Budget		-
Named Attachments		-

Application Forms

- Select "Contact Information"

- Complete each section of the Contact Information Form:
  - Authorized Official
  - Project Director
  - Fiscal Officer
  - Project Contact

NOTE The Authorized Official, Project Director, and Fiscal Officer _CANNOT_ be the same person.

Application Preview	Attachments	Alert History	Map

📄 **Application Details**   🔍 Preview Application   ✕ Withdraw

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Contact Information		-
DPS Grants State Requirements		-
Interoperable Communications		-
Project Form		-
Budget		-
Named Attachments		-

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.
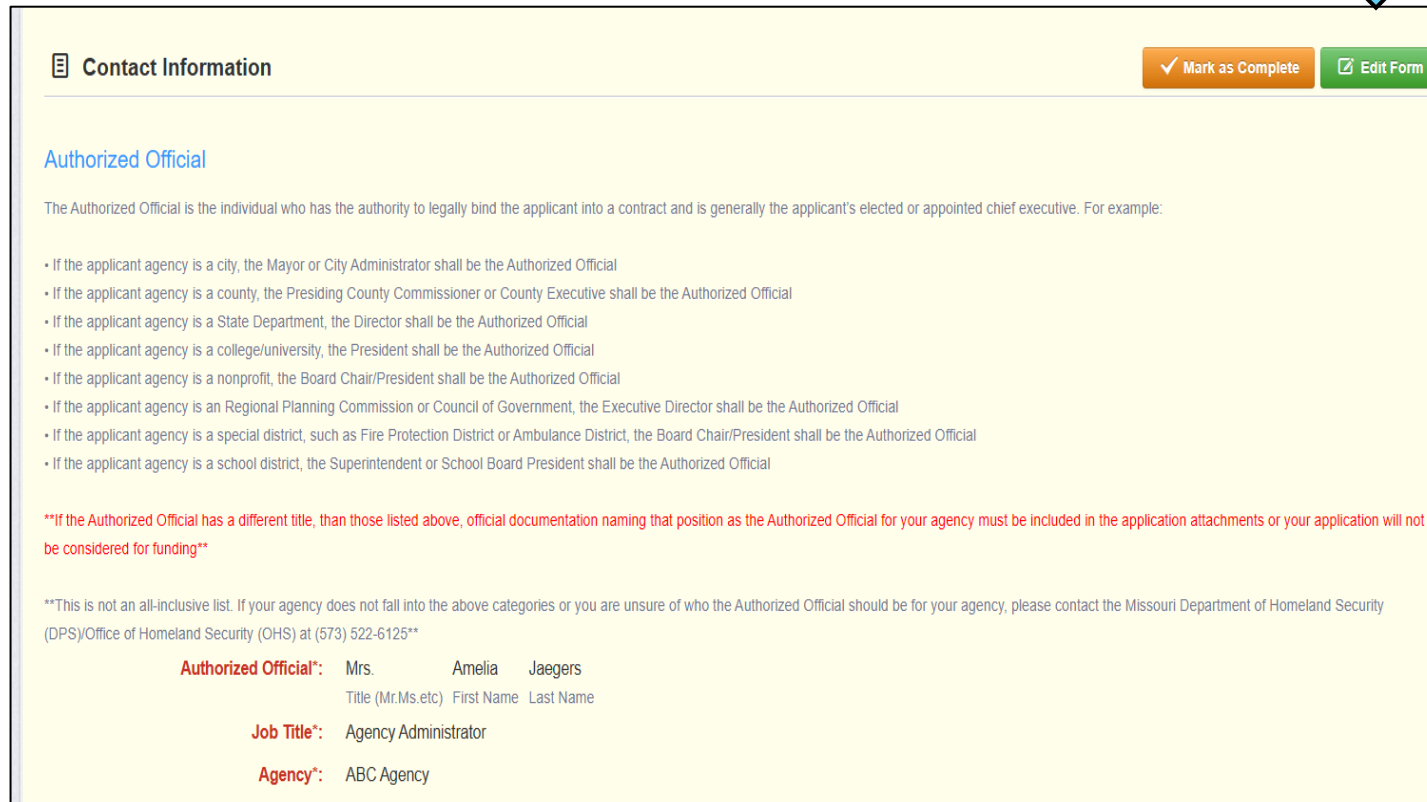
- **Authorized Official:** (Presiding Commissioner, County Executive, Mayor, City Administrator)

- **Project Director:** (Individual who will have oversight over the project)

- **Fiscal Officer:** (Treasurer, Director of Finance, or person of similar duty)

- **Project Contact:** (main point of contact for the project)

For an application to be considered eligible for funding, the agency's correct Authorized Official <u>MUST</u> 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/OHS for clarification**

Contact Information

▶ Select "Edit Form"

Contact Information ✓ Mark as Complete ☑ Edit Form

Authorized Official

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. For example:

• If the applicant agency is a city, the Mayor or City Administrator shall be the Authorized Official
• If the applicant agency is a county, the Presiding County Commissioner or County Executive shall be the Authorized Official
• If the applicant agency is a State Department, the Director shall be the Authorized Official
• If the applicant agency is a college/university, the President shall be the Authorized Official
• If the applicant agency is a nonprofit, the Board Chair/President shall be the Authorized Official
• If the applicant agency is an Regional Planning Commission or Council of Government, the Executive Director shall be the Authorized Official
• If the applicant agency is a special district, such as Fire Protection District or Ambulance District, the Board Chair/President shall be the Authorized Official
• If the applicant agency is a school district, the Superintendent or School Board President shall be the Authorized Official

If the Authorized Official has a different title, than those listed above, official documentation naming that position as the Authorized Official for your agency must be included in the application attachments or your application will not be considered for funding

This is not an all-inclusive list. If your agency does not fall into the above categories or you are unsure of who the Authorized Official should be for your agency, please contact the Missouri Department of Homeland Security (DPS)/Office of Homeland Security (OHS) at (573) 522-6125

Authorized Official*:	Mrs.	Amelia	Jaegers
	Title (Mr.Ms.etc)	First Name	Last Name
Job Title*:	Agency Administrator		
Agency*:	ABC Agency		

Contact Information

► Enter the information requested

    ► Required fields are designated with a red asterisk *

📄 Contact Information   **💾 Save Form**

Authorized Official

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. For example:

• If the applicant agency is a city, the Mayor or City Administrator shall be the Authorized Official
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• If the applicant agency is a State Department, the Director shall be the Authorized Official
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• If the applicant agency is an Regional Planning Commission or Council of Government, the Executive Director shall be the Authorized Official
• If the applicant agency is a special district, such as Fire Protection District or Ambulance District, the Board Chair/President shall be the Authorized Official
• If the applicant agency is a school district, the Superintendent or School Board President shall be the Authorized Official

If the Authorized Official has a different title, than those listed above, official documentation naming that position as the Authorized Official for your agency must be included in the application attachments or your application will not be considered for funding

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Authorized Official*:	Mrs.	Amelia	Jaegers
	Title (Mr.Ms.etc)	First Name	Last Name

Job Title*:   Agency Administrator

Agency*:   ABC Agency

Mailing Address*:   1101 Riverside Drive

Street Address 1:   P.O. Box 748

Contact Information

▶ Select "Save Form," when the form has been completed
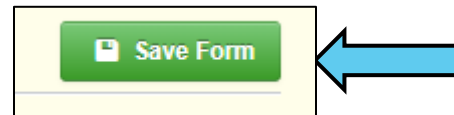
▶ You can make edits to the form by selecting "Edit Form"

▶ Select "Mark as Complete"

DPS Grants State Requirements

▶ Select "DPS Grants State Requirements"

DPS Grants State Requirements

- Law Enforcement Agency Information
  - Is the applicant a law enforcement agency?
  - Originating Agency Identifier (ORI)

DPS Grants State Requirements

- DPS Grants State Requirements
  - Answer questions 1a-1h based on the law enforcement agency listed above
    - If the answer to any of the eligibility questions #1a-1g is 'No' the agency is not eligible for funding, please do not continue with the application until the agency becomes compliant
    - 1h should be answered "No"
  - Answer questions 2 & 3 "No" as Fire and EMS are not eligible for LVCP funding

DPS Grants State Requirements

DPS Grants State Requirements [Save Form]

To be eligible for grant funding through the Missouri Department of Public Safety (DPS), agencies must be compliant with the requirements listed below (as applicable) at the time of application and if awarded funding, must maintain compliance throughout the grant period of performance.

1. Is the applicant a law enforcement agency?*: [Yes] [No]

1a. Please provide the Originating Agency Identification Number (ORI).: [_____]

1b. Is your agency in compliance with Section 590.650 RSMo - Vehicle Stops Report?: [Yes] [No]

1c. Is your agency in compliance with Section 590.700 RSMo - Written Policy on Recording of Custodial Interrogations? : [Yes] [No]

1d. Is your agency in compliance with Section 43.544 RSMo - Written Policy on Forwarding Intoxication-Related Traffic Offenses? : [Yes] [No]

1e. Is your agency in compliance with Section 590.1265 RSMo - Police Use of Force Transparency Act of 2021? : [Yes] [No]

1f. Is your agency in compliance with Section 43.505 RSMo - Uniform Crime Reporting?: [Yes] [No]

1g. Is your agency in compliance with Section 590.030 RSMo - Rap Back Program Participation? : [Yes] [No]

1h. Is this grant application for Department of Justice Funds?: [Yes] [No]

2. Is the applicant a fire agency?*: [Yes] [No]

3. Is the applicant an EMS agency?*: [Yes] [No]

DPS Grants State Requirements

▶ Select "Save Form," when the form has been completed

▶ Select "Mark as Complete"
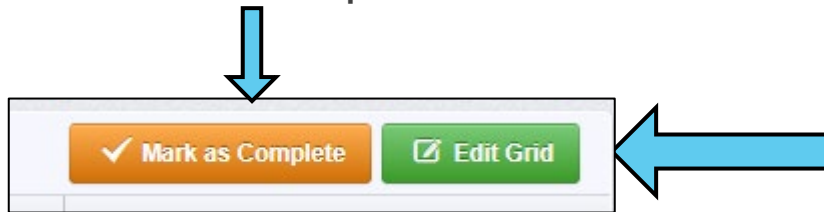
▶ If edits are needed, select "Edit Grid"

Interoperable Communications

▶ Review the Missouri Radio Interoperability Guidelines (mo.gov) to complete this form

▶ Select "Interoperable Communications"

Interoperable Communications

- 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

Review the Radio Interoperability Guidelines to complete this form

1. Are you applying for interoperable communications equipment? Yes/No

> ▶ If NO:
>> ❑ Select "Save Form" and select "Mark as Complete"

> ▶ If YES:

2. Does your agency currently utilize the Missouri Statewide Interoperability Network (MOSWIN) for interoperability ONLY (i.e., mutual aid/statewide communications only, not day-to-day operations)? Yes/No

> ▶ If NO:
>> ▶ 2.a Describe your agency's internal use of the MOSWIN.

Save Form

✓ Mark as Complete

🗐 Radio Interoperability

Refer to the Radio Interoperability Guidelines for Interoperable Communications Equipment Requirements that MUST be met funding.

1. Are you applying for interoperable communications equipment?: [Yes] [No]

2. Does your agency currently utilize the Missouri Statewide Interoperability Network (MOSWIN) for interoperability ONLY (i.e., mutual aid/statewide communications only, not day-to-day operations)?: [Yes] [No]

2.a If no, describe your agency's internal use of the MOSWIN.:

Interoperable Communications

3. Does your agency have long term plans to fully integrate communications to the MOSWIN?

3. Does your agency have long term plans to fully integrate communications to the MOSWIN? :

Interoperable Communications, cont.

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

- **If YES:**

- 4.a Will the mobile radio be installed in a vehicle
  - 4.a.1. Is the vehicle the mobile radio will be installed in agency owned? YES/NO

- 4.b Please provide the agency's current ratio of MOSWIN mobile radios to response vehicles

- 4.c. Eligible mobile radios are listed in the dropdown menu. Please select the model you are applying for

4. Are you applying for a mobile radio(s) (vehicle dash mounted, remote mount or base station)?:   Yes   No

4.a Will the mobile radio be installed in a vehicle?:   Yes   No

4.a.1 Is the vehicle the mobile radio will be installed in agency owned?:   Yes   No
Mobile radios purchased with grant funds CANNOT be installed in personal vehicles.

4.b Please provide the agency's current ratio of MOSWIN mobile radios to response vehicles.:
250 character(s) left
For Example: Agency has 10 response vehicles and 6 mobile radios for the vehicles.
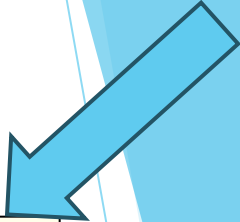
4.c Eligible mobile radios are listed in the dropdown menu. Please select the model you are applying for: Motorola APX8500

Interoperable Communications

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

- ▶ If YES:

- ▶ 5.a Provide the agency's current ratio of MOSWIN portable radios to personnel

- ▶ 5.b Select the mobile radio model you are applying for from the drop-down

5. Are you applying for a portable radio(s) (handheld)?:   Yes   No

5. Are you applying for a portable radio(s) (handheld)?:   Yes   No

5.a Please provide the agency's current ratio of MOSWIN portable radios to personnel.:

250 character(s) left

For Example: Agency has 10 first responders and 6 portable radios.

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

Motorola APX NEXT ▲
Motorola APX8000
Motorola APX NEXT

Interoperable Communications

- 5.c Do you currently have a MOSWIN mobile radio to pair with portable radio(s) being requested

  Yes/No

  - **IF YES:**

    - 5.c (a) Provide the model and manufacturer of the mobile radio.

  - **IF NO:**

    - 5.c (a) Is this application also requesting a MOSWIN mobile radio to pair with the portable radio(s) being requested?

5.c As required by the MO DPS 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?: [Yes | No]

5.c.1 If yes, please provide the model and manufacturer of the mobile radio.:

5.c.1 Is this application also requesting a MOSWIN mobile radio to pair with the portable radio(s) being requested?: [Yes | No]

Interoperable Communications

5.d Do you currently have a public safety grade in-car repeater?

- If YES:
  - 5.d (a) Provide the model and manufacturer of the in-car repeater
    - If NO:
  - 5.d (a) Are you applying for a public-safety grade in-car repeater or in the process of acquiring one through other funding sources?
    - IF YES:
    - 5.d.1 (a)(1) Provide the agency's current ratio of in-car repeaters to response vehicles
    - 5.d .(a)(2) Provide the funding source, manufacturer, and model you are in process of acquiring
  - IF NO: The radios are NOT ELIGIBLE

5.d As required by the MO DPS 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? : [Yes] [No]

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

5.d As required by the MO DPS 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? : [Yes] [No]

5.d (a) Are you applying for a public safety grade in-car repeater or in the process of acquiring one through other funding sources?: [Yes] [No]

5.d (a)(1) Please provide the agency's current ratio of in-car repeaters to response vehicles.:

5.d (a)(2) If yes, please provide the funding source, manufacturer, and model you are in process of acquiring. :

Interoperable Communications

▶ 6. Does the vendor quote for the requested radios include the encryption requirements as listed on the Radio Interoperability Guidelines? Yes/No

▶ 7. By checking this box, the applicant agency understands they are required to upload a quote for the requested interoperable communications equipment in the Named Attachments Component of the application.

6. Does the vendor quote for the requested radios include the encryption requirements as listed on the Radio Interoperability Guidelines?:	Yes	No
7. By checking this box, the applicant agency understands they are required to upload a quote for the requested interoperable communications equipment in the Named Attachments Component of the application.:	☐	

Interoperable Communications

- Once the form is completed, select "Save Form"
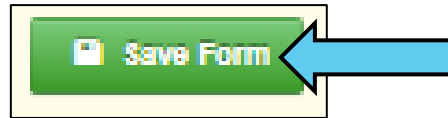
- Select "Mark as Complete"
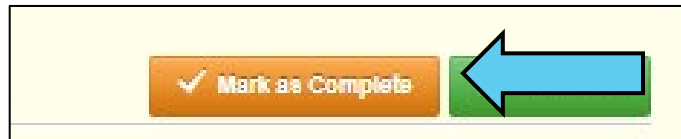
Project Form

▶ 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 12, 2025 2:06 PM - TEST TEST
Contact Information	✓	Aug 12, 2025 2:38 PM - TEST TEST
DPS Grants State Requirements	✓	Aug 12, 2025 3:00 PM - TEST TEST
Interoperable Communications	✓	Aug 12, 2025 3:22 PM - TEST TEST
Project Form		-
Budget		-
Named Attachments		-

Project Form

▶ Project Description information is important!

▶ All requested information MUST be provided

    ▶ Answer questions #1-12

Project Form

▶ Answer questions #1-12

Project Form

- 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

📄 **Certified Assurances**

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 2026 LVCP Certified Assurances

By checking this box, I have read and agree to the terms and conditions of this grant.*: ☐

In order 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.

If the incorrect Authorized Official is listed below, the application will be deemed ineligible for funding.

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. For example:

• If the applicant agency is a city, the Mayor or City Administrator shall be the Authorized Official
• If the applicant agency is a county, the Presiding County Commissioner or County Executive shall be the Authorized Official
• If the applicant agency is a college/university, the President shall be the Authorized Official

If a designee is being utilized to authorize the application, the Missouri Department of Public Safety (DPS) reserves the right to request documentation that indicates the designee has the authority to legally bind the applicant into a contract in lieu of the Authorized Official at the time of application submission.

"If the Authorized Official has a different title, than those listed above, official documentation naming that position as the Authorized Official for your agency must be included in the application attachments or your application will not be considered for funding"

"The above list is not an all-inclusive list. If your agency does not fall into the above listed categories, or if you are unsure of who the Authorized Official is for your agency, please contact the Missouri Department of Public Safety (DPS)/Office of Homeland Security (OHS) at (573) 522-6125."

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 section **MUST** be completed with the applicant agency's **CORRECT 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**

Certified Assurances

▶ Select "Save Form," when the form has been completed

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

▶ Select "Mark as Complete"

Budget

▶ Select "Budget"

📄 Application Details

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- Application Budget is lower than the allowable limit
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General Information	✓	Aug 12, 2025 2:06 PM - TEST TEST
Contact Information	✓	Aug 12, 2025 2:38 PM - TEST TEST
DPS Grants State Requirements	✓	Aug 12, 2025 3:00 PM - TEST TEST
Interoperable Communications	✓	Aug 12, 2025 3:22 PM - TEST TEST
Project Form	✓	Aug 12, 2025 3:54 PM - TEST TEST
Budget		Aug 12, 2025 3:57 PM - TEST TEST
Named Attachments		-

Budget

- Select "Save" Multi-List to begin completing the budget

Save Multi-List

Equipment - Multi-List

✓ Mark as Complete   + Add Row

To include Equipment lines in your budget, select "Add Row". If the project includes more than one budget line, repeat this step for each budget line.

Equipment items are defined as tangible property having an acquisition cost of $5,000 or more, and a useful life of more than one year.

- Enter each budget line by selecting "Add Row" in the budget category that best fits the item being requested and completing all required information, then "Save Row" and "Add Row" if additional budget lines are needed

- 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 – items that do not meet the threshold for equipment

- Maximum amount that can be requested is $25,000

- Select "Save Row"   **Save Row**

Budget

- **Item Name:** should be a brief description of what the budget line is requesting (i.e., Mobile Radio)

- **Quantity:** how many of this item are being requested for funding

- **Amount of Grant Funds Requested:** this should be the total amount of funds requested for the item

Budget

▶ Provide required narrative justification for all budget lines by selecting " Edit Form" at top of the page or in the budget category

Equipment Narrative Justification ✓ Mark as Complete ☑ Edit Form

▶ Complete the justification for the budget line then select "Save Form"

Paragraphs: 0, Words: 0, Characters (with HTML): 0

💾 Save Form

Budget

- Justification should be listed **separately** for each item
  - 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/radio-interoperability guidelines.pdf

Budget

▶ When the Budget and the Narrative Justification is completed select "Save Form"

▶ Select "Mark as Complete"

Named Attachments

▶ Select "Named Attachments"

Named Attachments

▶ Recommended Attachments

    ▶ Quote (Cost basis)

        ▶ Examples: Vendor quotes, screenshots of website costs, etc.
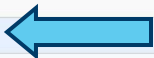
Named Attachments

- Named Attachments
  - Do you have attachments to upload?
    - If you don't have attachments select "NO."
      - Select "Mark as Complete" ✓ Mark as Complete

Named Attachments ✓ Mark as Complete ☑ Edit Form

Do you have attachments to upload?*: No
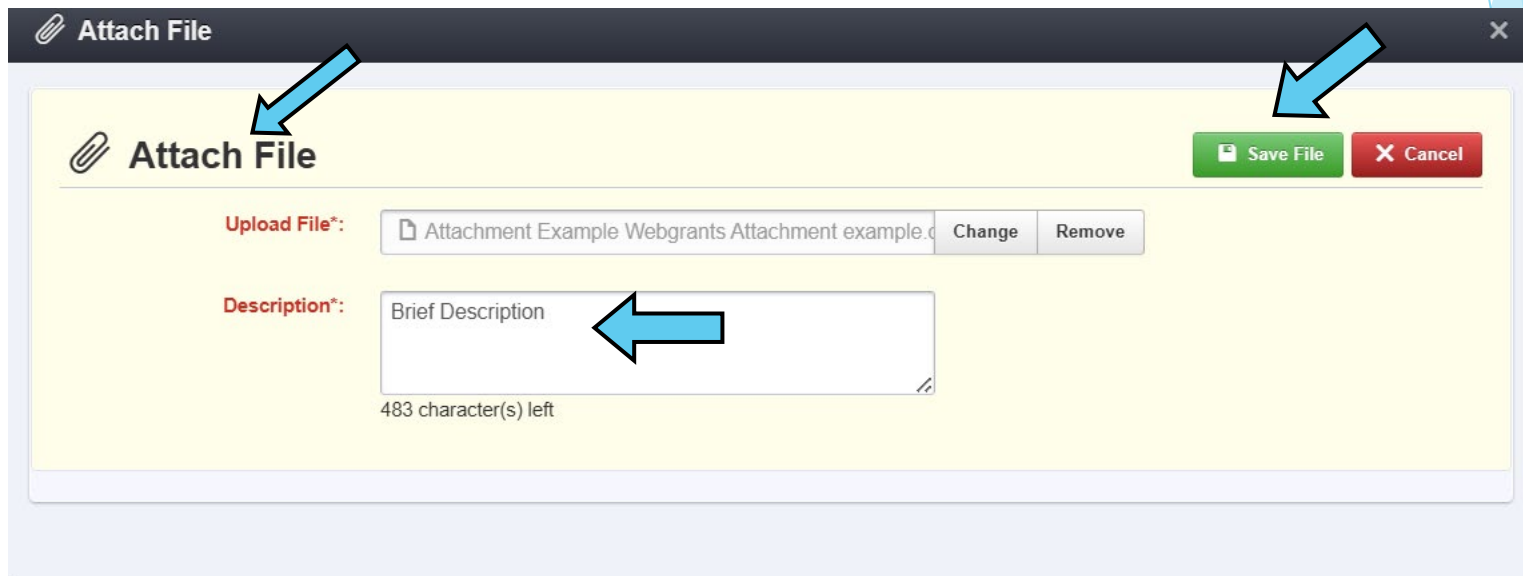
Named Attachments

▶ If you have an attachment, select the Hyperlink for that attachment

▶ Select "Upload 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

Named Attachments

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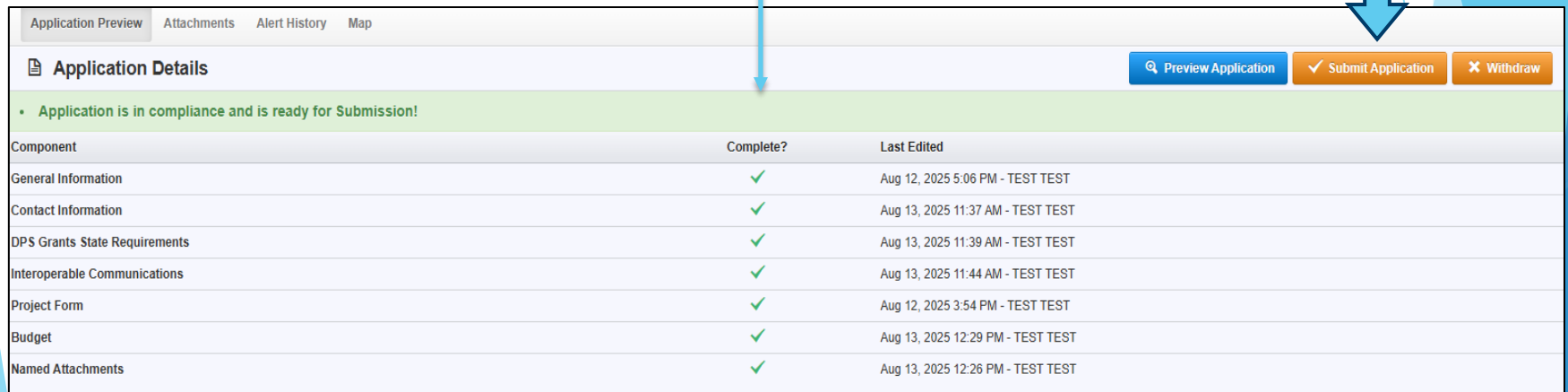
  ▶ You can also delete attachments from this view

Submit Application

▶ When all forms are marked as complete, select "Submit Application"

| Application Preview | Attachments | Alert History | Map | | | | |

📄 **Application Details**

🔍 Preview Application ✓ Submit Application ✗ Withdraw

• **Application is in compliance and is ready for Submission!**

Component	Complete?	Last Edited
General Information	✓	Aug 12, 2025 5:06 PM - TEST TEST
Contact Information	✓	Aug 13, 2025 11:37 AM - TEST TEST
DPS Grants State Requirements	✓	Aug 13, 2025 11:39 AM - TEST TEST
Interoperable Communications	✓	Aug 13, 2025 11:44 AM - TEST TEST
Project Form	✓	Aug 12, 2025 3:54 PM - TEST TEST
Budget	✓	Aug 13, 2025 12:29 PM - TEST TEST
Named Attachments	✓	Aug 13, 2025 12:26 PM - TEST TEST

Submit Application

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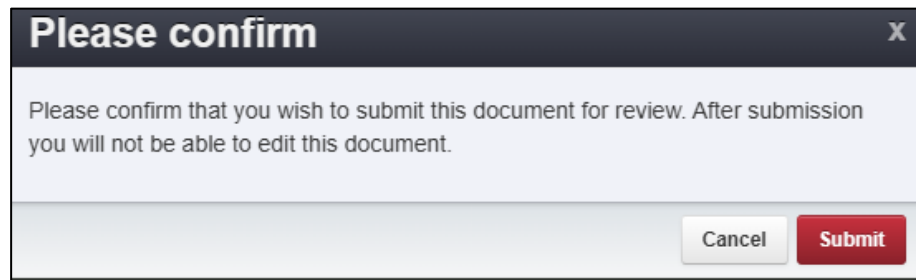
Submit Application

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

WebGrants – Missouri Department of Public Safety – Application – #46334 – Submitted

D dpswebgrants@dps.mo.gov
To ○ dpswebgrants

↩ Reply   ↩ Reply All   → Forward   ⋯

Tue 8/19/2025 11:41 AM

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

The following Application has been submitted:

Application Number: 46334
Project Title: Chelsey Final Test
Program Area: Local Violent Crime Prevention 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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