



Missouri Department of Public Safety

SFY 2025 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 2025 Missouri Crime Laboratory Upgrade Program (MCLUP)

Introduction:

The Missouri Department of Public Safety is pleased to announce the funding opportunity for the SFY 2025 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, 2024

Projected Period of Performance End Date: May 31, 2025

The SFY 2025 MCLUP project period is June 1, 2024 through May 31, 2025. 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, 2025). 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: Award Agreement (Contract)

Eligible Applicants:

Board of Police Commissioners – Kansas City, MO	\$45,966.00
City of St. Louis, Police Division – Crime Lab	\$46,211.00
Missouri State Highway Patrol, Crime Lab	\$281,504.00
St. Charles County, Crime Lab	\$32,460.00
St. Louis County, Crime Lab	\$58,348.00

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 [Section 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 first 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 Vehicle Stops (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 Section 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, and each applicant shall certify adoption of such policy when applying for any grants administered through the Missouri Department of Public Safety prior to submission of grant application.

- Section 43.544 RSMo – Written Policy on Forwarding Intoxication-Related Traffic Offenses**
Pursuant to Section 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 submission of a grant application.

- Section 590.1265 RSMo – Police use of Force Transparency Act of 2021**
Pursuant to Section 590.1265 RSMo Use of force incidents reporting standards and procedures, publication of report data, analysis report. Each law enforcement agency shall report data submitted under subsection 3 of this section to the department of public safety.

For purposes of grant eligibility, law enforcement agencies will be considered non-compliant if they have not submitted Use of Force reports for three or more months in the past 12 months. Each law enforcement agency shall certify compliance with Section 590.1265 RSMo when accepting any grants administered by the Department of Public Safety.

NOTE: Show Me Crime Reporting provides a no cost option for agencies to comply with Section 590.1265 RSMo. Agencies that are not currently compliant with Section 590.1265 RSMo will not be eligible to apply until they have registered with Show Me Crime Reporting and have begun submitting Use of Force reports.
<https://showmecrime.mo.gov/CrimeReporting/ForcePage.html>

Section 43.505 RSMo – National Incident-Based Reporting System (NIBRS)
formerly Uniform Crime reporting (UCR)

Pursuant to [Section RSMo 43.505.3](#) Uniform Crime Reporting system – duties of department – violations, penalty: Each law enforcement agency in the state shall: (1) Submit crime incident reports to the department of public safety on forms or in the format prescribed by the department; and (2) 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 in the past 12 months. Each law enforcement agency shall certify compliance with [Section RSMo 43.505](#) when applying for any grants administered by the Missouri 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 and have begun submitting MIBRS reports.

<https://showmecrime.mo.gov/CrimeReporting/MIBRSRegistration.html>

Section 590.030 RSMo – Rap Back Program Participation

Pursuant to [Section 590.030 RSMo](#), 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. An officer shall submit to being fingerprinted at any law enforcement agency upon commissioning and for as long as the officer is commissioned with that agency.

For the purposes of grant eligibility each law enforcement agency shall certify compliance with [Section 590.030 RSMo](#) when applying for any grants administered by the Missouri Department of Public Safety.

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 16, 2024
- **Application Submission Deadline:** May 15, 2024

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 2025 MCLUP application, each eligible applicant must complete all application forms and provide all required documents:

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

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

WebGrants System, application submission site: <https://dpsgrants.dps.mo.gov/index.do>
Department of Public Safety Contacts:

DPS Grants Specialist –
Elizabeth Leuckel
(573) 751-1318
Elizabeth.Leuckel@dps.mo.gov

DPS Grants Program Supervisor –
Michelle Branson
(573) 526-9014
Michelle.Branson@dps.mo.gov

DPS Grants Program Manager – Joni McCarter
(573) 526-9020
Joni.McCarter@dps.mo.gov

