



## **Motor Vehicle Crime Prevention Authority**

### **Fiscal Year 2022 Request for Applications – Taskforce Grants**

### **May 3, 2021**

#### **Notice of Request for Applications**

The Motor Vehicle Crime Prevention Authority (MVCPA) authorized the issuance of the Fiscal Years 2022 and 2023 (FY22-23) **Request for Applications (RFA)** at its regularly scheduled meeting held on February 25, 2021. MVCPA is authorized in statute to provide grants to local law enforcement to combat motor vehicle theft, burglary from a motor vehicle and/or fraud-related motor vehicle crime. Eligible applicants may request funds for program operation by submission of an application consistent with the information, including the requirements and conditions stated in this RFA. This RFA is posted in the Texas Register as required by law for at least thirty (30) days prior to the due date for Applications.

All applications submitted will be for FY2022. If awarded an FY2022 grant the MVCPA may provide a FY2023 grant subject to availability of funding and grantees' positive program performance. The MVCPA will use the same FY2022 application and budget values as originally submitted for the extended period. Any ongoing program (scope) changes or budget changes will be submitted by grantees through the grant adjustment process after the creation of the second-year grants.

#### **Due Date**

Grant Applications from eligible applicants must be completely submitted on-line at <https://MVCPA.tamu.edu> on or before **5:00 PM, July 9, 2021**. **New applicants must establish an account and perform account setup steps prior to an application being able to be submitted.**

The required Resolution and any optional supporting documents must be scanned and submitted as attachments to the application at <https://MVCPA.tamu.edu> on or before **5:00 PM, July 9, 2021**.

#### **Applicable Authority and Rules**

Motor Vehicle Crime Prevention Authority grant programs are governed by the following statutes, rules, standards and guidelines:

- [Texas Transportation Code Chapter 1006](#)
- [Texas Administrative Code \(TAC\): Title 43; Part 3; Chapter 57](#)
- [Texas Grant Management Standards \(TxGMS\) as promulgated by the Texas Comptroller of Public Accounts](#)
- [The current Motor Vehicle Crime Prevention Authority Grant Administrative Manual and subsequent adopted grantee instruction manuals](#)
- This Request for Applications issued on May 3, 2021

#### **Eligible Applicants**

Only Texas law enforcement agencies through their city or county are eligible to apply for Motor Vehicle Crime Taskforce Grants.

### **Application Category**

Applicants meeting the eligibility requirements may submit a new grant subject to the priority established by the MVCPA in the FY22 RFA. FY22 is the first year of the new Taskforce grant category.

**New Grant –Available only to law enforcement agencies.** These are annual grants that require a minimum cash match of 20% for the program described in the application. New applicants shall email MVCPA to [GrantsMVCPA@txdmv.gov](mailto:GrantsMVCPA@txdmv.gov) from an official governmental agency account to request an account and access be established.

### **Grant Type**

Reimbursement – This is a total program budget reimbursement grant. Applicants that are awarded grants will expend local (agency) funds and then will be reimbursed quarterly at the agreed rate for all allowable, reasonable and necessary program costs incurred.

### **Grant Term**

The FY22 grant cycle is a one (1) year funding cycle to begin on September 1, 2021 and end August 31, 2022. Subject to availability of funding and grantees' positive program performance the MVCPA may provide a FY2023 grant using the same on-line application systems and budget values as originally submitted. No obligations or expenses may be incurred or made outside of the grant period(s).

### **Method of Application**

Grant Applications from eligible applicants shall be completely submitted on-line at <https://MVCPA.tamu.edu> on or before 5:00 PM, July 9, 2021. All forms will be completed on-line. The Resolution and all supporting documents must be submitted as attachments.

### **Resolution Required**

A Resolution (Order or Ordinance) by the applicant governing body is required to make application for these funds. The resolution shall provide that the governing body applies for the funds for the purpose provided in statute (*Texas Transportation Code, Chapter 1006*) to return the grant funds in the event of loss or misuse, and designate the officials that the governing body chooses as its agents to make uniform assurances and administer the grant if awarded.

Only the governing body that submits an application needs to adopt and submit a Resolution. Participating jurisdictions in multi-agency taskforces shall agree and commit to the grant through interagency agreements as provided under Texas Local Government Code Chapter 362, Texas Government Code Chapter 791 and TxGMS.

In the event a governing body has delegated the application authority to a city manager, chief of police, sheriff or other official then applicants must submit on-line a copy of the delegation order (documentation) along with the Resolution signed by the official. A sample Resolution is attached as Appendix A.

### **Program Category**

To be eligible for consideration for funding, a taskforce grant application must be designed to support one or more of the following MVCPA program categories (43 TAC §57.14):

**Law Enforcement, Detection, and Apprehension** - provide financial support to law enforcement agencies for economic motor vehicle theft and fraud-related motor vehicle crime enforcement teams (referred to as taskforces). Taskforces will develop organized methods to combat motor vehicle theft, burglary of a motor vehicle and fraud-related motor vehicle crime through the enforcement of law. This may include recovery of vehicles, clearance of cases, arrest of law violators, and disruption of organized motor vehicle crime. This category includes

development of uniform programs to prevent stolen motor vehicles from entering into Mexico or being removed from Texas through outbound seaports.

**Prosecution/Adjudication/Conviction** - provide financial support for taskforces to work with prosecutors and judicial agencies to implement programs designed to reduce the incidence of motor vehicle theft, burglary of a motor vehicle and fraud-related motor vehicle crime.

**Prevention, Anti-Theft Devices and Automobile Registration** - provide financial support for taskforces to work with organizations and communities to reduce the incidence of motor vehicle theft, burglary of a motor vehicle and/or fraud-related motor vehicle crime. The application shall demonstrate how the financial support will assist automobile owners to reduce motor vehicle theft, burglary of a motor vehicle and fraud-related motor vehicle crime.

**Reduction of the Sale of Stolen Vehicles or Parts** - provide financial support for taskforces to work with businesses, organizations and communities to reduce the sale of stolen parts. Applicants will develop organized methods to combat the sale of stolen vehicles and parts using any of the following: vehicle identification number (VIN) inspection; inspections of motor vehicle part and component distribution enterprises; parts labeling and etching methods; and means to detect fraudulent selling of stolen parts.

**Educational Programs and Marketing** – provide financial support for taskforces to work with individuals, businesses, organizations and communities to assist automobile owners in preventing motor vehicle theft, burglary of a motor vehicle and fraud-related motor vehicle crime. Develop and provide specialized training or education program(s) to: the public on motor vehicle crime prevention, law enforcement on interdiction and prosecution, and government officials on fraud related motor vehicle crime prevention including title and registration fraud.

### **Priority Funding**

The statute provides that the “The authority shall allocate grant funds primarily based on the number of motor vehicles stolen in, or the motor vehicle burglary or theft rate across, and the number of fraud-related motor vehicle crimes committed in the state rather than based on geographic distribution.” (TTC Section 1006.151, (c). In addition, the following grant features will be given priority consideration in evaluating **new** grant applications:

**Continuing Funded Programs in Compliance with MVCPA Grant Conditions**– Applications that provide for the continuation of existing programs that currently meet the program and fiscal reporting conditions of the MVCPA. Applicants must provide ongoing need and evidence of their progress toward combatting motor vehicle theft, burglary of a motor vehicle and/or fraud-related motor vehicle crime. The applicant must describe the experience and qualifications of investigators used in the program and how utilization of current grant inventory and resources for continued operation of these specialized investigative grant programs are useful for the state and local governments.

**Programs to Combat Organized Economic Crime** – Applications for economic motor vehicle theft and fraud-related motor vehicle crime enforcement teams that introduce, increase, or expand efforts to combat organized crime. This includes efforts by criminals that commit or conspire to commit motor vehicle theft, burglary of a motor vehicle and/or fraud-related motor vehicle crime. Grant applications that include specific initiatives to target pattern, organized and economic crime will receive prioritization.

### **Supporting Documents**

Documents that provide evidence of local support or commitment from other officials or agencies for the

application may be submitted following the same instructions as the Resolution. Interagency agreements shall be submitted prior to payments being authorized if an award is made. MVCPA recommends that interagency agreements be completed after award determinations are made to ensure correct amounts are reflected in those agreements. All interagency agreements must meet the conditions and elements required in the TxGMS.

### **Supplanting Prohibited**

Grant funds provided by the Authority under this RFA shall not be used to supplant federal, state or local funds that otherwise would be available for the same purposes (Texas Administrative Code Title 43, §57.9).

Supplanting means the replacement of other funds with MVCPA grant funds. This shall include using existing resources already available to a program activity as cash match.

### **Cash Match Requirement**

All applications for programs must provide at least a twenty (20%) percent cash match (Texas Administrative Code Title 43 §57.36). Multijurisdictional agencies must provide details for the method of cash match in intergovernmental agreements (*Texas Government Code, Chapter 791*). Cash match must meet the requirements provided in TxGMS.

#### Formulas to calculate cash match:

1. Total MVCPA grant funds requested multiplied by percent of match required = Total Amount of Cash Match Required
2. Total Program Cost minus Total Cash Match Required = Total Authority Grant Request

**NICB in Lieu of Cash** – Applicants may enter into formal agreements with the National Insurance Crime Bureau (NICB) to work on grant funded activities. The amount of salary and other direct costs related to the work on grant activity provided by the NICB may be counted and reported as in lieu of cash match. Time certifications are required to be made by the employee for these positions every month for part-time and every six months for full-time employees. Applicants must meet the obligation expressed as cash match in the event NICB cannot meet its obligation.

### **In-Kind Match**

Only include in-kind if necessary for the local jurisdiction. In-kind contributions shall not be considered cash match. In-kind match may be used to: 1) reflect the total level of jurisdictions' effort/costs to combat motor vehicle crime; 2) reflect how the grant program fits into jurisdictions' operation; 3) effectively operate a single program with multiple funding streams; and/or 4) contributions from the applicant or third-parties that are for grant funded activity. Costs in detail line items shall not be split between in-kind match and cash match or grant funding. For example, the entire salary of an officer shall be placed in one expense type rather than split between grant/cash match costs and in-kind.

### **Reporting and Webinar Attendance Requirements**

Applicants that are awarded grants will be required to provide:

**Quarterly Progress Reports** - The MVCPA requires submission of quarterly progress reports to demonstrate progress toward meeting goals and activities provided in the grant application. These include: 1) Monthly progress toward statutorily required performance measures; 2) Monthly progress recorded on the *Goals, Strategies and Activities report*; and 3) Quarterly Summary and Success section. Grantees designated as Border/Port Security grants are required to complete additional sections required by the Texas Legislature.

**Quarterly Financial Reports** – Reports of actual expenses are provided to request funds. All expenditures must be in accordance with local policies and procedures and grant requirements. Grantees shall review all expenditures, ensure all applicable regulations are followed, and maintain documentation that is true and complete. All expenses must be supported by appropriate documentation.

**Webinar Attendance:** One grant representative from the applicant agency will attend a monthly session via teleconference or webinar that includes information on MVCPA grant administration. One law enforcement officer must attend the information sharing and networking sessions on law enforcement issues and other MVCPA issues critical to operating an MVCPA taskforce.

### **Funding Requirements and Conditions**

- a) State Funds Availability – All awards by the MVCPA are subject to availability of state funds.
- b) Right of Refusal –The Authority reserves the right to reject any or all of the applications submitted.
- c) Awards – Publishing the RFA does not obligate the Authority to fund any programs.
- d) Partial Funding – The Authority may choose to offer funds for all or any portion of a program submitted in an Application.
- e) Substitution –The Authority may offer alternative funding sources, special conditions or alternative program elements in response to submitted Applications.
- f) Application Required –Registration for on-line access is required. The MVCPA is not responsible for applicants that cannot complete the registration and application process on-time.
- g) No Alternative Application Submission - Paper applications and requests for funding are not accepted in lieu of the on-line grant application process.
- h) Review Criteria–Authority staff and designated MVCPA Board member(s) will review each grant using subjective and objective tools and comparative analysis. The weight given to each section or combination of sections is at the sole discretion of the Authority.
- i) Questions and Clarification –During the review period, the applicant may be contacted by Authority staff to ask questions or seek clarification on information provided in the application. Failure to promptly respond will not disqualify an applicant but information that arrives after the review period cannot be considered.
- j) Final Selection –The Authority may select and award programs that best meet the statutory purposes and that reflect its current priorities. No appeal may be made from the Authority’s decisions.
- k) Changes in Application –If an applicant proposes changes to be made in the program type or participation of jurisdictions after an award is determined, then the Authority will review the changes and make modifications (including the amount) or cancel the award as deemed appropriate to the Authority.
- l) Delayed Start –An applicant that is awarded a grant and that does not begin operations within 45 days of the beginning of the grant term is considered terminated.
- m) Application instructions – the MVCPA provides additional details and instructions in the on-line application system that are incorporated by reference as part of this RFA and must be followed during the application and award process.
- n) Program Income – is defined in the TxGMS. Current grantees carrying forward program income from prior years will follow the new rules established by the Texas Comptroller and MVCPA Grant Administrative Manual. Program Income should be specified in the grant budget detail, narrative and source of income table for FY22.
- o) TCOLE Certifications Required –All law enforcement agencies regulated by Chapter 1701, Occupations Code must certify that they are in compliance with Texas Commission on Law Enforcement standards or provide a certification from the Commission on Law Enforcement that states that the requesting agency is in the process of achieving compliance with such rules.

### **Selection Process:**

Eligible applications will be reviewed. Grant award decisions by MVCPA are final and not subject to judicial review. Grants will be awarded on or before September 1, 2021.

Applications that do not meet the stated requirements of this RFA and that are not eligible for review will be notified ten (10) working days after the due date.

### **Application Workshop**

Potential applicants are requested to attend an on-line “Motor Vehicle Crime Prevention Authority Grant Application Workshop” on-line which has been scheduled for: **May 12, 2021 from 9 AM to 11 AM. Join by using the following links:**

THIS MEETING WILL BE HELD REMOTELY VIA TELEPHONE CONFERENCE CALL\*

For Attendees to access the meeting via WebEx:

<https://txdmv.webex.com/txdmv/onstage/g.php?MTID=e42380cf8a320b24912cc0932ee20968b>

For Dial-In users:

Phone number for accessing the meeting via phone:

United States Toll Free: 1-844-740-1264

US Toll: 1-415-655-0003

Event number: 133 438 2267

Event password: 051221 (workshop date)

The informational session will provide details on the grant Application process including grant eligibility requirements, completing the various Application sections, and the grant cycle timeline. At least one representative of the potential grant applicant should be present at this workshop.

### **Contact Person**

Bryan E. Wilson, MVCPA Director,  
Texas Motor Vehicle Crime Prevention Authority

4000 Jackson Avenue

Austin, Texas 78731

(512) 465-1485

[GrantsMVCPA@txdmv.gov](mailto:GrantsMVCPA@txdmv.gov)

Issued in Austin, Texas on May 3, 2021

Bryan E. Wilson, MVCPA Director

### **MVCPA Application Checklist**

Each Applicant must:

- 1) Complete the on-line Application on or before **5:00 PM, July 9, 2021;**
- 2) Complete the Resolution with the city or county and attach with other supporting documents on or before **5:00 PM, July 9, 2021**

**Appendix A**  
**Updated Sample Motor Vehicle Crime Prevention Authority Resolution**

Applicants must use the language below to meet the minimum legal elements to execute an agreement with the MVCPA through the grant application process. Cities and counties not wanting to use the sample below must address all the legal elements contained herein.

2022 Blank City/ County Resolution or Order or Ordinance  
**Motor Vehicle Crime Prevention Authority**

**2022 BLANK Resolution**

**Taskforce Grant Program**

WHEREAS, under the provisions of the Texas Transportation Code Chapter 1006 and Texas Administrative Code Title 43; Part 3; Chapter 57, entities are eligible to receive grants from the Motor Vehicle Crime Prevention Authority to provide financial support to law enforcement agencies for economic motor vehicle theft and fraud-related motor vehicle crime enforcement teams; and

WHEREAS, this grant program will assist this jurisdiction to combat motor vehicle theft, motor vehicle burglary and fraud-related motor vehicle crime; and

WHEREAS, BLANK has agreed that in the event of loss or misuse of the grant funds, BLANK assures that the grant funds will be returned in full to the Motor Vehicle Crime Prevention Authority.

NOW THEREFORE, BE IT RESOLVED and ordered that TITLE, is designated as the Authorized Official to apply for, accept, decline, modify, or cancel the grant application for the Motor Vehicle Crime Prevention Authority Grant Program and all other necessary documents to accept said grant; and

BE IT FURTHER RESOLVED that TITLE, is designated as the Program Director and TITLE, is designated as the Financial Officer for this grant.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_

NAME  
TITLE: County Judge /Mayor/ City Manager