



## **Motor Vehicle Crime Prevention Authority**

### **Fiscal Year 2022 Request for Applications – MVCPA Auxiliary Grant (“MAG”)**

### **March 2, 2022**

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

The Motor Vehicle Crime Prevention Authority (MVCPA) authorized the issuance of the Fiscal Year 2022. **Request for Applications (RFA)** at its regularly scheduled meeting held on March 2, 2022. MVCPA is authorized in statute to provide grants to local law enforcement agencies to combat motor vehicle theft, burglary from a motor vehicle and/or fraud-related motor vehicle crime. The purpose of the MVCPA Auxiliary Grant or “MAG” grant is to provide law enforcement agencies with one-time funding for specific interdiction equipment used to combat motor vehicle theft, theft from motor vehicles, and fraud-related motor vehicle crime. This grant opportunity is only for Automatic License Plate Readers (ALPR). Eligible applicants may request funds to buy or lease one or more ALPR and report the results. Funding is subject to the availability of state funds and the application being consistent with the information in this RFA, including the requirements and conditions stated in this RFA. This RFA is posted as required by law for at least thirty (30) days prior to the due date for Applications.

#### **Eligibility**

Eligible applicants must meet both of the following conditions: 1) be a Texas municipal police department or a county Sheriff's office; and 2) not currently receiving funds as a grantee or subgrantee through other MVCPA programs.

#### **Grant Term**

All applications submitted will be for FY2022. This is a one-time grant.

The FY22 grant cycle is a one (1) year funding cycle beginning on July 1, 2022, and ending no later than August 31, 2023. No expenses shall be made prior to or after the grant term specified in award documents.

#### **Due Date**

Applications must be received on or before **5:00 PM, Friday, May 27, 2022**. The required Resolution and any optional supporting documents must be scanned and submitted in the same location as the application. The Resolution may be submitted with the application up to 90 days after an award has been made.

#### **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 subsequently adopted grantee instruction manuals](#)
- This Request for Applications issued on April 18, 2022

#### **Application Category**

Applicants meeting the eligibility requirements may submit a request to fund specific items for:  
Law Enforcement, Detection and Apprehension

**Law Enforcement, Detection, and Apprehension** - provide financial support to law enforcement agencies for the purchase of equipment to combat motor vehicle theft and fraud-related motor vehicle crime through the enforcement of the law. This may include equipment designed to increase recovery of vehicles, clearance of criminal cases, arrest of law violators, and disruption of organized motor vehicle crime.

### Eligible Funding

Item	Reimbursement	Maximum Grant Amount
<b>Purchase</b> of one (1) mobile or stationary Automatic License Plate Reader (ALPR)	Reimbursement up to \$20,000 with a required 20% cash match.	\$20,000
<b>Lease</b> a multiple unit stationary Automatic License Plate Reader (ALPR) system. This system must be high-resolution stationary still image license plate reader system with multiple unit connectivity and access to a network that includes machine learning integration*	Reimbursement up to \$20,000 with a required 20% cash match for the first year of the lease.	\$20,000

\*grant funded lease for the first year has a condition that the grantee will commit to funding not less than one year following the end of the first year subject to their legal authority and availability of local funds allocated to this purpose.

### Cash Match Requirement

All applications for programs must provide at least a twenty (20%) percent cash match (Texas Administrative Code Title 43 §57.36).

### Grant Type

Reimbursement – Applicants that are awarded grants will place the order for equipment/lease, including installation, configuration, warranty, and ongoing maintenance for software indicated in the Statement of Grant Award, receive the approved equipment/technology, implement the use of the equipment/technology and complete all payments to the vendor before submitting a request for reimbursement to MVCPA. MVCPA will reimburse 80% of the actual expenses for approved items up to the maximum grant amount.

### Method of Application and Due Date

Application is a three-step process:

- 1) **Account Creation** – A qualifying law enforcement agency (municipal police department or county Sheriff's Office) shall send an email to [grantsMVCPA@txdmv.gov](mailto:grantsMVCPA@txdmv.gov) along with their agency name, Agency ORI and an email address of the applicant's designee that will complete the application. Instructions and login information to create an agency account will be sent to the prospective applicant's designee. The applicant must complete the contact information to create the agency and designate the grant officials required: 1) Authorized official; 2) Program Director; and Financial Officer
- 2) **Grant Application Submission** – Grant application must be completed online and submitted electronically at <https://mvcpa.tamu.edu/> on or before **5:00 PM, Friday, May 27, 2022**. The application consists of:
  - a. providing the number of vehicles stolen in the jurisdiction and the value of the vehicles stolen as reported to the Texas Department of Public Safety for the calendar year 2021.
  - b. Select the eligible funding option - purchase or lease of ALPR
  - c. Submit the application
- 3) The Resolution executed by the respective governmental entity must be uploaded electronically at <https://mvcpa.tamu.edu/> on or before **90<sup>th</sup> day after the grant award has been announced**. The MVCPA will not reimburse expenses until a resolution has been executed by the governing body or delegated authority of the city or county.

## Resolution Required

A Resolution (Order or Ordinance) by the applicant governing body is required to complete a grant. The resolution shall contain three elements: 1) provide that the governing body applies for the funds for the purpose provided in statute (*Texas Transportation Code, Chapter 1006*); 2) a commitment to return the grant funds in the event of loss or misuse; and 3) designate the officials that the governing body chooses as its agents to make uniform assurances and administer the grant awarded.

In the event a governing body has previously delegated the application authority to a city manager, chief of police, sheriff or another official then the applicant must submit a copy of the delegation order (supporting documentation) **along with** the Resolution signed by the designated official into the on-line system. For example, if the city or county has a standing ordinance or order authorizing the chief of police (COP) or sheriff to apply for grants from their department funds up to some amount, then the ordinance or order attached to the Resolution signed by the COP or Sheriff shall be uploaded in the system. A sample Resolution that meets the three elements required is attached as Appendix A.

## Priority Funding

The following characteristics will be given priority consideration in evaluating MAG grant applications:

**Jurisdictions that are in the top 20 for reported incidents of motor vehicle theft** – Applicants that are listed in the top 20 for reported incidents of motor vehicle theft as published in the Texas Department of Public Safety Crime in Texas Report.

**Theft Rate** – Applicants whose jurisdictions have a high theft rate of motor vehicles may receive prioritization.

**Border Jurisdictions** – Applicants whose jurisdictions share an international border with Mexico may receive prioritization.

## Reporting Requirements

Applicants that are awarded MAG grants will be required to provide:

**Quarterly Progress Reports** - The MVCPA requires the submission of quarterly progress reports to demonstrate progress toward implementing the program and to meet the 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. Grantee must report for the period of the grant plus one year to demonstrate how equipment helped to combat motor vehicle crime.

**Request for Reimbursement (RFR)**– An online report of actual expenses is required 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 as determined by the MVCPA which is uploaded with the RFR in the online system.

**Grant Closeout** – At the end date of the grant period, the grantee shall submit a summary report of the outcomes and successes of the program based on the proposed activities contained in the Statement of Grant Award.

## Funding Requirements and Conditions

- **Standard Assurances** – State law requires that all grantees agree to the standard assurances promulgated by the Texas Comptroller of Public Accounts in the Texas Grant Management Standards.
- **State Funds Availability** – All awards by the MVCPA are subject to the availability of state funds.
- **Right of Refusal** –The Authority reserves the right to reject any or all of the applications submitted.
- **Awards** – Publishing the RFA does not obligate the Authority to fund any programs.

- **Application Required** –Registration for online access is required. The MVCPA is not responsible for applicants that cannot complete the registration and application process on time.
- **No Alternative Application Submission** - Paper applications and requests for funding are not accepted in lieu of the online grant application process.
- **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.
- **Limit on Funding** – The applicant’s jurisdiction economic value losses must exceed \$60,000 as reported as losses to the Texas Department of Public Safety for theft of a motor vehicle category to qualify for this grant.
- **Reporting** – Awarded grant recipients will report data by month every quarter during the term of the grant.
- **Maintenance** – The equipment must be maintained by the grantee through warranty purchases or at grantee expense for the duration of the grant and reporting period.
- **Ownership** – The equipment becomes the exclusive property of the grantee agency after the reporting period is completed.
- **Closeout** – MVCPA will issue a grant close-out and release of asset statement after determining the grant conditions have been met.
- **Effective Procurement** – Awarded grantee may buy additional units when successful procurements result in overall unit cost savings, but the maximum award amount shall not be exceeded.

#### **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 July 1, 2022.

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.

#### **Contact Person**

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[GrantsMVCPA@txdmv.gov](mailto:GrantsMVCPA@txdmv.gov)  
Issued in Austin, Texas on April 18, 2022  
Bryan E. Wilson, MVCPA Director

#### **MVCPA Application Checklist**

Each Applicant must:

- 1) Send an email with Agency Name, ORI, and designee email to [grantsMVCPA@txdmv.gov](mailto:grantsMVCPA@txdmv.gov) to request an account and follow the creation of account instructions.
- 2) Complete and submit (including standard assurances) the online Application on or before **5:00 PM, Friday, May 27, 2022;**
- 3) Complete the Resolution with the city or county and submit it within 90 days of the award announcement.

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

The language below is a **sample** for their city or county documents to meet the minimum legal elements to execute an agreement with the MVCPA. Cities and counties not wanting to use the sample below must still address all the legal elements required to execute a grant with the MVCPA contained herein.

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

**2022 BLANK Resolution**

**MVCPA Auxiliary Grant Program**

WHEREAS, under the provisions of the Texas Transportation Code Chapter 1006 and Texas Administrative Code Title 43; Part 3; Chapter 57<sup>1</sup>, 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<sup>2</sup>; 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<sup>3</sup>.

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.<sup>4</sup>

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_

NAME

TITLE: County Judge /Mayor/ City Manager/ Police Chief/ Sheriff

\_\_\_\_\_  
<sup>1</sup> Statutory citation required

<sup>2</sup> Statutory purpose stated required

<sup>3</sup> Promise to return funds if lost or misused required

<sup>4</sup> Designation and authorization of grant officials and duties