

Commonwealth of Massachusetts
Executive Office of Public Safety and Security
Office of Grants and Research



**Byrne Justice Assistance Grant Program
State Agency Opportunity
Availability of Grant Funds (AGF)**

Release Date: Wednesday, May 7, 2025

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Governor

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Lieutenant Governor

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**Edward J. Byrne Memorial Justice Assistance Grant Program
State Agency Opportunity
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Applications Due: Friday, June 13, 2025, by 4:00pm

Overview

The Office of Grants and Research (OGR) will make available approximately **\$2,000,000** from the Edward J. Byrne Memorial Justice Assistance Grant (JAG) Program for **Massachusetts State Agencies with a law enforcement nexus** to competitively solicit federal funding to address enforcement, prevention, intervention, diversion and suppression related needs.

The OGR serves as the State Administering Agency (SAA) for federal funds received from the National Highway Traffic Safety Administration, Department of Homeland Security and Department of Justice. Annually, OGR also manages millions of dollars in funds appropriated by the Massachusetts State Legislature that supports a wide array of criminal justice and public safety type initiatives.

Applicant Eligibility

Only a Massachusetts State Agency with a law enforcement nexus may apply for a maximum award amount of \$60,000. Such agencies include, but are not limited to, those that are under the umbrella of the Executive Office of Public Safety and Security (EOPSS), Sheriff's Departments, District Attorney's Offices and Campus Police Departments for a State College/University.

A state agency with a law enforcement nexus must be the primary applicant, however, the applicant may subaward grant funds to outside partners as need to fulfill the project's mission.

Only one (1) application per state agency is permitted for submission. OGR reserves the right to disqualify an agency from being eligible for an award that submits more than one application for consideration of funding.

Federal Program Background

The Byrne JAG Program, administered by the U.S. Department of Justice, Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA), is authorized by Pub. L. No. 90-351, Title I, Part E, subpart 1 (codified at 34 U.S.C. 10151-10158); see also 28 U.S.C. 530C(a). Byrne JAG provides states, tribes, and local governments with critical funding to support a range of public safety related program areas. OGR is designated as the State Administering Agency (SAA) for JAG funds awarded to the Commonwealth of Massachusetts.

Key Dates

Solicitation Posted: Wednesday, May 7, 2025
Application Assistance Webinar: Thursday, May 22, 2025, at 10:00am
Question & Answer Period: May 7 – May 30, 2025, by 4:00pm
Application Deadline: Friday, June 13, 2025, at 4:00pm
Anticipated Award Announcements: July - August 2025
Anticipated Grant Period: September 2025 – August 31, 2026

Application Assistance Webinar

OGR will be virtually hosting an Applicant Assistance Webinar that will include an overview of this AGF and provide an opportunity for participants to ask questions on **Thursday, May 22nd at 10:00am**.

Although interested applicants are encouraged to join us on this virtual webinar, participation is strictly voluntary and **NOT** mandatory to be considered for a grant award.

Microsoft Teams [Register to attend the webinar here.](#)

Thursday, May 22, 2025
10:00 AM - 11:00 AM EDT
Online event

Questions and Answers

OGR will accept written questions pertaining to this AGF through May 30, 2025. Questions must be submitted via email to: james.houghton@mass.gov Written responses will be updated weekly with final responses posted on our website by Monday, June 2, 2025 on the [webpage here](#).

I. Important Highlights

JAG Purpose

The purpose of this grant opportunity is to assist State Agencies in their efforts to address critical unmet public safety needs in the Commonwealth of MA.

All proposals must have a **law enforcement, criminal justice type nexus** and be structured with a primary focus on impacting a specific unmet public safety need in order to be considered for funding. Applicants may request funds for equipment, technology, services and activities aimed at:

- Prevention/Intervention,
- Diversion, and/or
- Suppression/Enforcement.

Evidence-Based/Promising Programs and Strategies

The OJP and OGR strongly emphasize the use of data and evidence in policy making and program development in criminal justice. OJP and OGR are committed to:

- Improving the quantity and quality of programs and strategies that are evidence-based;
- Integrating evidence into program, practice, and policy decisions; and
- Improving the translation of evidence into practice.

Massachusetts JAG Program Areas of Emphasis

Departments soliciting funds are encouraged to address one or more of the following areas of emphasis, however one may submit a proposal to address a different area that isn't listed, if need exists.

- **Combatting Drug Use such as Cocaine, Methamphetamine, Fentanyl, Heroin, and other narcotics:** Applicants may address this by conducting investigations, educating and/or alerting the public about the serious consequences of these drugs, partnering with a local treatment provider for referral services, purchasing a K-9 to assist with drug seizures, purchasing drug detection handheld equipment for the field, etc.
- **Human Trafficking, Domestic Violence, and Sexual Assault:** Applicants may address this by utilizing funds for investigations, partnering with a nonprofit to provide services, public awareness and education, etc.
- **Gang and Gun Violence:** Applicants may address this by utilizing funds for youth-based prevention programs, diversion programming such as partnering with the courts or nonprofit, gun detection technology, gun safety locks, gun tracing, etc.
- **Missing Person Cases:** Applicants may address this by utilizing funds for personnel to prioritize investigating missing persons cases, purchasing of K-9 to be used to locate a missing person or remains, evidence testing, public awareness, etc. Funding may be requested to improve the reporting, transportation, processing, and identification of missing persons and unidentified human remains, including migrants.
- **Hate Crimes:** Hate crimes (sometimes called bias-motivated crimes) are criminal offenses motivated by some form of bias toward victims based on their perceived or actual race, color, ethnicity, religion, national origin, sexual orientation, gender, gender identity, or disability. Applicants may address this by utilizing funds to create or enhance tools to identify, investigate, and respond to hate crimes. Applicants are encouraged to utilize funding to promote change and accountability by supporting state, local, and tribal efforts to prevent hate crimes, improve data collection and reporting of hate-related criminal offenses and incidents, and promote efforts to fully investigate and prosecute hate crimes ..when they do occur.
- **Technology Upgrades, Investigative Tools, and Protective Gear:** Applicants may address this by utilizing funds to upgrade a department's record management system, vehicle mobile terminals, purchase of license plate readers, surveillance cameras, ***interoperable communications** such as radios, bulletproof and tactical vests (for state agency law enforcement officials only)
- **School Safety and Security:** State applicants such as a campus police department may address this by utilizing funds to send their officers to active shooter training (Active Shooter / Hostile Event Response (ASHER) Programs), improve integration between police, fire, telecommunications dispatch, and emergency medical services, purchase of radios for campus personnel and officers to communicate. All proposed programs and purchases must have a public safety nexus.

***Interoperable Communications** – Grantees that are using JAG funds to support emergency communications activities (including the purchase of interoperable communications equipment and technologies such as voice-over-internet protocol bridging or gateway devices, or equipment to support the build-out of wireless broadband networks in the 700 MHz public safety band under the Federal Communications Commission (FCC) Waiver Order) must visit the [ICIP Review information page](#) for requirements and instructions.

In order to receive approval to utilize JAG funds for interoperable communications components, a department **must also complete** and submit the [“Interoperable Communications Investment Proposal” \(ICIP\) form](#) as part of this application process.

Fund Disbursement

Award funds will be available in MMARS upon ISA execution. Quarterly financial and progress reports will be required.

Subrecipient Requirements

Subrecipients must abide by the grant requirements as well as all OGR Subrecipient Grant Conditions to be provided at the time of contracting.

II. Application Instructions

To provide OGR the best opportunity to fairly evaluate all requests for funding, applicants are encouraged to be clear and concise in their proposals.

The Online Application must be completed as outlined in this section. Applications submitted without a digital signature from an Authorized Official will be considered invalid and may not be reviewed for funding.

[SFY2025 Edward J Byrne Memorial Justice Assistance Grant Program JAG Application - State Agencies](#)

The [online Application](#) must be completed as outlined here.

Section I. Applicant/Project Information

State Agency Contact and Fiscal Information

Indicate Applicant name, address, authorized signatory, grant point of contact, fiscal point of contact information, UEI number and SAM registration confirmation.

Funding Request

Indicate the exact amount of federal funds (up to **\$60,000**) being requested and indicate if the proposal is addressing a specific priority area.

Project Summary

Provide a summary of the initiative to be funded through this application (250 characters)

Law Enforcement, Criminal Justice Nexus

Please describe your agencies' law enforcement authority, criminal justice nexus which focuses on specific public safety needs to prove applicant eligibility.

Non-Supplant

Attest to non-supplanting of federal dollars for the stated project.

Statewide Interoperability: Interoperable Communications Investment Proposal (ICIP) Indicate if the application includes the purchase of interoperable communications items. If "yes," please complete an ICIP form. Such equipment requests will be subject to an additional review and approval by the Statewide Interoperability Executive Committee (SIEC) or a representative thereof.

Agency Signature

Submitted application must be digitally signed by the Authorized Official as identified on the application.

Section II. Application Narrative

The application narrative is composed of five sections: Needs Assessment, Project Description, Goals, Objectives & Timeline, Plan for Collecting Performance Measures, and Budget Narrative.

1. Needs Assessment (up to 3 pages/6,000-character limit)

At a minimum, the Needs Assessment should address the following:

- Provide a description of the Agency and population to benefit from this application.
- Describe in detail the current unmet law enforcement, criminal justice, or public safety needs. Include relevant statistical and/or anecdotal evidence whenever possible.
- The sources or methods used for assessing the problem should also be described.
- Further explain why such criminal justice needs stated have not been previously met to justify a need for federal grant funds.
- Describe any negative effect, potential consequences, or impact on the department and/or population as a result of not having the services and items requested.

Charts/graphs to show statistical data for the needs assessment may be submitted as an attachment uploaded to this section. Chart/graph data must be explained in the text response fields in the Needs Assessment section of the application. Charts and/or graphs may not exceed two pages, and does not count against the 3-page needs assessment text limit.

Helpful Hint: This will likely be a very competitive process. The peer reviewers will prioritize funding for applicants that clearly explain, justify, and prove real need for all items being requested. Applicants may have great need but often fail to provide specific data and detail proving that need exists.

2. Project Description (up to 3 pages/6,000-character limit)

The following should be addressed:

Applicants must thoroughly describe the program, strategy, and/or activity to be implemented. Do not assume that the reviewer knows the intent or benefit of the program or goods being requested. Use a Who, What, When, Where and Why approach when formulating and providing narrative for your project description. This will help alleviate questions reviewers may have and provide clarity for your project.

- Clearly describe the programs, services, activities, and/or equipment being proposed.
- Discuss how the proposed programming/initiative correlates to the needs assessment provided and how these purchases are essential to the overall goal of the project.
- Describe the experience and expertise of personnel involved in the project and their responsibilities.
- Cite any procurement rules/regulations that must be complied with to purchase the items or services described. If known, include information about the vendor that will be utilized for the project and/or describe the process utilized to select a vendor/contractor. If not applicable, please indicate that in your application.
- Describe the expected benefits (outcomes) as a result of receiving a grant award. Award recipients will be required to submit specific outcomes and details on how proposed outcomes will be met. Include any other information that may be important or relevant for reviewers when evaluating the funding request.

3. Goals, Objectives, Outcomes & Timeline (up to 3 pages/6,000-character limit)

Applicants need to clearly state the goals and objectives and the expected benefits (outcomes) as a result of receiving Byrne JAG funding. (The Online Application will allow for up to 2 Goals.)

Goals: Goals are broad statements that describe the program's intentions and desired outcomes. They suggest the desired end to which the program is directed. The goals of your program should be clearly stated, realistic, and must be attainable and measurable. In stating your goals, be careful to describe the desired *end* and not the means to the end.

Objectives: Objectives describe the program activities that support the goal(s). They describe intermediate results or accomplishments to be achieved by the program in pursuing its goal(s). The event or program activity must answer the questions: Who or what will change? Where will change occur or the event take place? When (period of time) will the event occur? How will the change happen? Objectives may change due to program progression. The more specific your objectives are, the easier it will be to determine if your program has achieved them. Use numbers wherever possible.

Outcomes: Outcomes are the specific, measurable results or changes that occur as a direct consequence of a funded project or program.

Timeline: Provide the start and end dates for the total project and for each goal and objective to be completed to ensure project completion by August 31, 2026. Goals and objectives may be implemented simultaneously so start and end dates may be repetitive.

Person responsible: Identify the person responsible for conducting/overseeing the stated task/activity.

4. Plan for Collecting Data Required to Submit Performance Measures

The applicant should demonstrate **who and how** they will gather the appropriate data to complete and submit OGR quarterly progress reports, as well as quarterly and semi-annual BJA Performance Measures through their online reporting system. **Confirm that reports will be submitted prior to or no later than the due dates to ensure compliance.**

5. Budget Narrative

The **Budget Narrative** section should summarize the items and costs requested in the **Budget Excel Worksheet**. Applicants should provide an overall description and justification for expenses requested. Explain why the items, hires, training and travel costs are needed so the reviewers understand how they correlate to the program narrative submitted. **It is extremely important that proposed costs are clearly defined for the reviewers. Don't assume the reviewers understand what the equipment being itemized on the Excel Budget Worksheet is used for.**

- Applicants may submit a budget for *up to 12 months*.
- Please refer to **Appendix A** for allowable budget cost categories and descriptions.

Section III. Budget Excel

Applicants must also complete a **Budget Excel Worksheet**. Please be sure to complete the Excel Worksheet (Summary Tab will auto-fill from the Details tab) and upload the Excel Worksheet with your application response. Please see Appendix A and/or the Budget Category Description included as a tab which provides a description of each category.

Appendix A

Allowable Budget Cost Categories	Definitions and Documentation Requirements
Personnel	Costs associated with agency personnel. List position, percentage of time charged to grant, and annual salary. Include a brief description of each staff member's duties/activities to be supported by grant funding.
Overtime	Overtime is limited to sworn law enforcement personnel only. Indicate overtime rate for each officer charged to the grant and the number of overtime hours. Refer to OGR Overtime in the Application for Grant Funds.
Fringe Benefits	<p>Eligible costs include the employer share of the following:</p> <ul style="list-style-type: none"> • Life insurance • Health insurance • Social security costs • Pension costs • Unemployment insurance costs • Workers compensation insurance <p>Direct fringe benefits can be either actual costs or rate per employee calculated by the fiscal or human resource unit in your organization. Actual known costs must be itemized by type and include rate computation. Include a copy of approved rate agreement in the application response. State Agencies use BFY2025 approved fringe rate agreement for your department</p>
Indirect Costs	A federally approved Indirect Cost Rate Agreement is required (if not using the de minimus 15% indirect cost rate) Refer to your Indirect Cost Rate Agreement for applicable expenses to be used as your base. State Agencies use BFY2025 approved indirect rate agreement for your department
Consultants/Contractors	<p>Contractors: Contractors are entities hired to provide specific goods or services to support the project, without substantial involvement in the project's overall goals.</p> <p>Consultants: The maximum rate for consultants is \$650 for an eight- hour day or \$81.25 per hour. Any request for compensation over \$650 per day requires prior written approval by OGR. Waiver of this maximum rate is at the discretion of OGR.</p>
Subawards	A subaward is an organization that receives funds to carry out a significant portion of a larger project's goals, essentially acting as a partner in the project. Under a subaward, the award recipient transfers its responsibility to perform part of the project to another entity.
Travel	Travel directly related to the purpose of the grant. In-state travel costs associated with the grant shall include mileage rates not to exceed \$.62 per mile, as well as the actual costs of tolls and parking. Out-of-state travel, or out-of-state lodging must be budgeted according to the current federal per diem rates which can be found here: https://www.gsa.gov/travel/plan-book/per-diem-rates .
Equipment/Technology	<i>Equipment</i> means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost that equals or exceeds the lesser of the capitalization level established by the recipient or subrecipient for financial statement purposes, or \$10,000; inclusive of any accessory items essential to the equipment's operation. Rented or leased equipment costs should be listed under "contracts".
Supplies	Supplies directly correlated to the program. Supplies include any materials that are expendable or consumed during the course of the project.
Other	List items (e.g., rent, telephone, use of space, etc.) and provide computation. For example, provide the square footage and the cost per square foot for rent, or provide a monthly rental cost and how many months to rent.

OGR Overtime Policy

State and local first responders eligible through their department for overtime (and preapproved by OGR) may be reimbursed for overtime costs related to grant-funded activities ONLY.

Overtime hours charged against a federal grant award provided by OGR may be reimbursed for **actual hours worked only**, regardless of union contract rules. For example, an officer working two hours of overtime on a federally-funded project awarded by OGR is prohibited from charging the grant award for four hours of overtime due to a union contract agreement for a four-hour minimum. In this example, the department must cover the remaining 2 hours of overtime from their own state or local budget. Departments found violating this policy will be subject to immediate termination of a grant award and must return all misspent funds to OGR and referred for investigation or prosecution of department personnel who violate this policy.

Overtime Related Definitions

For this policy, definitions for the key terms referenced within are listed below:

- **Overtime** – Expenses limited to the additional costs that result from state and local first responders, such as sworn law enforcement personnel, working over and above their weekly full-time/part-time schedule as a direct result of their performance of approved activities related to the project receiving federal funding.
- **Sworn Uniform Personnel** – State or local (uniform) law enforcement and firefighter personnel.

If grant funding is awarded for the purpose of overtime costs, please refer to the *Overtime Policy for Subrecipients Receiving Federal Funds* embedded within OGR's subgrant conditions which will be provided at the time of award.

Unallowable Costs

For this AGF, funds cannot be used directly or indirectly for security enhancements or equipment for entities that are not engaged in criminal justice or public safety (*nonprofits, community centers, etc.*). Additionally, for the purposes of this application, JAG funds may not be used for any of the following:

- Standard firearms or ammunition;
- Construction, office furniture, or other like purchases;
- Entertainment, including amusement, diversion, social activities, and any associated costs (e.g., gifts, tickets to shows or sports events, meals, lodging, rentals, transportation, and gratuities) are unallowable;
- Emergency/Rainy Day Funds (all costs must be identified during the application process);
- Food and beverage;
- Unmanned aerial aircraft, aircraft system, or aerial vehicles (UA/UAS/UAV);
 - Vehicles used as "police cruisers" (including motorcycles, SUVs, pickup trucks, ATVs, and UTVs) **are allowable** under JAG, and therefore may be acquired with

JAG funds in the ordinary course, to the extent otherwise allowable under the award.

- Subscriptions/Leases/Warranties extending after the contract end date;
 - If there is no additional cost for the above and it is included in the base price of the purchase then it is allowable. For example, an MDT costs \$2,000 and includes a warranty that would extend beyond your contract, it is allowable. However, if the MDT is \$2,000 and the warranty is \$200 additional, then it cannot go beyond your contract date.
- Luxury items;

This is not an all-inclusive list, and reviewers will refer to the Department of Justice (DOJ) Financial Guide and 2 CFR Part 200 when determining the allowability of a requested item. Please use the following links to familiarize yourself with these documents:

- <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200>
- <https://www.ojp.gov/funding/financialguidedoj/overview>

III. Application Submission and Award Process

Submission Process and Deadline

Please review the following instructions carefully to submit the online application.

Please Note: The application and required documents are to be uploaded and submitted via the online application form. Please notify OGR immediately if applicant is unable to utilize the online application. All questions can be directed to James.Houghton@mass.gov

*This AGF and all other required documents can also be found on the [Byrne JAG State Law Enforcement Funding Opportunity | Mass.gov](#) page on our website.

All State Agency applicants are required to submit the online Application via the link below:

[**SFY2025 Edward J Byrne Memorial Justice Assistance Grant Program JAG Application - State Agencies**](#)

Online applications must be submitted **no later than 4:00 p.m. on Friday, June 13, 2025.**

Review Process

This is a competitive grant and will be subject to a peer review process. Each application will be reviewed and scored by three peer reviewers based on the following criteria.

- Complete responses and required documents **(5 points);**
- Use of data to demonstrate need/issues to be addressed **(25 points);**
- A narrative that clearly describes the program, strategy, or activity to be implemented and the benefits to the department and/or community **(25 points);**

- Goals, Objectives, Outcomes, Timeline and Performance Measures are feasible and ensure all goods and services will be received and paid for within the anticipated grant period **(20 points)**; and
- A detailed, reasonable, relevant, and complete budget narrative and Excel worksheet **(25 points)**.

Note: In an effort to assist as many communities as possible, applicants are encouraged to submit reasonable and cost-effective requests. OGR retains the right to partially fund agencies in an effort to award additional agencies throughout the Commonwealth that reviewers recommend for funding.

Also please note, funding is contingent upon the availability and release of funds from the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance. OGR reserves the right to amend any awards, rules, regulations or policies relevant to this opportunity if required by the federal government.

Notification of Awards

Funding decisions are at the discretion of the Executive Director of OGR and Secretary of Public Safety and Security. It is *tentatively* anticipated that awards will be announced in **July-August 2025**.

OGR reserves the right to award additional proposals recommended for funding by the peer reviewers if additional JAG funds become available at the time initial awards are going to be made.

IV. Proposal Check List

Application elements and application documents are listed below. All application documents are posted on our website here: [Byrne JAG State Law Enforcement Funding Opportunity | Mass.gov](https://www.mass.gov/info-details/byrne-jag-state-law-enforcement-funding-opportunity)

Required:

- ☐ Submitted Online Application – Please notify OGR immediately if applicant is unable to utilize the online application.
- ☐ Budget Excel Worksheet must be complete and the Byrne/JAG Excel Worksheet uploaded to the online application. (Please submit this in Excel format; do not convert the document to PDF or another format.)
- ☐ Federally approved Indirect Cost Rate Agreement
- ☐ Risk Assessment Form.

If applicable:

- ☐ Interoperable Communications Investment Proposal (ICIP) form.