

APPLY FOR A GRANT

TO START OR EXPAND YOUR SPECIALTY COURT

What is a specialty court?

Specialty Courts are problem-solving courts or dockets designed to address the root causes of criminal behavior by coordinating efforts of the judiciary and many stakeholders. Together, they maintain a critical balance of authority, supervision, support, and encouragement. For example, a mental health court links offenders who would typically be sentenced to jail or prison with long-term treatment, which can include mental health assessments, individualized treatment plans, and judicial monitoring through check-ins.

How much funding is available?

The minimum amount you can ask for is \$10,000 and there is no maximum.

When do I have to apply?

Applications will open December 11, 2023 and close February 8, 2024. The application will take time to fill out, so start early. These five steps should keep you on track!

TO GET STARTED...

1

Visit the Office of the Governor's [eGrants site](#) and look for the "Specialty Courts Grant Program" announcement under "Funding Opportunities."

2

Read the announcement and answer these questions:

- Is my court program eligible? (A county government affiliated with a specialty court authorized under Chapters 121 through 130 of the Texas Government Code can apply.)
- What level of funding am I hoping to receive? (Minimum: \$10,000, Maximum: none)
- Does my court program meet all of the requirements in Texas Government Code, Section 121.002?
 - Written notice of the program
 - Any resolution or other official declaration under which the program was established
 - A copy of the applicable community justice plan that incorporates duties related to supervision that will be required under the program.
- Have I completed the BeST Assessment (Best Practices Self-Assessment Tool) within the last two years? In order to access the BeST Assessment, please contact the SCRC Project Manager at agregory@shsu.edu.
- Which judge will run our court?
- Have I read and do I understand the instructions about what must be included in my Specialty Court Program Narrative? (*under Special Application Procedures Addendum*)

3

Register for an eGrants Account, if you have not already, and create an application. [This document from the Governor's office](#) walks you through the process, step by step.

- Information to have on hand:
 - Agency Tax ID #
 - Grant ID # (if applying for continuation of funding)
 - Active SAM registration (federal System for Award Management) and your agency's UEI ([Unique Entity ID](#))
 - Identify the three individuals that will serve as the Authorized Official, Financial Officer, and Project Director
 - Start and end date of my project (1st of the month, last of the month)
 - A copy of a banking document (direct deposit, Texas payee ID, or W9)
 - A breakdown of your budget (what funds will be used for)

4

When filling out the "Narrative" tab, reference the Specialty Court Resource Center (SCRC) & National Drug Court Resource Center (NDCRC)'s grant writing checklist. [This checklist](#) is specific to the request for proposals sent out by the Criminal Justice Division, Office of The Governor. SCRC and NDCRC also created a [webinar](#) to provide similar information.

- Elements of the project narrative include:
 - Project Abstract
 - Problem Statement
 - Supporting Data
 - Project Approach & Activities
 - Capacity & Capabilities
 - Performance Management
 - Target Group
 - Evidence-Based Practices

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Submit and certify your application!

Need assistance?

***Contact the eGrants help desk at 512-463-1919
or eGrants@gov.texas.gov***

PROHIBITIONS:

Grant funds may not be used to support the unallowable costs::

Specialty Court-specific:

- Construction, renovation, or remodeling;
- Medical services;
- Law enforcement equipment that is standard department issue;
- Transportation, lodging, per diem or any related costs for participants, when grant funds are used to develop and conduct training;
- Legal assistance;
- Judges; and
- Any other prohibition imposed by federal, state or local law or regulation.

Unallowable costs for any grant program:

- Supplanting or the use of grant funds to replace any other existing federal, state or local funds
- Inherently religious activities such as prayer, worship, religious instruction, or proselytization
- Promotional gifts
- Any salary or compensation for an elected or appointed city, county, or state government official
- Land acquisition
- Bad debts
- Contributions or donations
- General government expenses
- Idle facilities
- Contingency line items
- Goods or services for personal use
- Mortgage payments
- Compensation for federal personnel
- Federally prohibited equipment, including weapons
- Lobbying
- Fundraising
- Corporate formation
- Entertainment
- Fines and penalties
- Credit card fees
- Passport charges
- Tips
- Alcoholic beverages and related costs
- Advertising, except for hiring and contracting (does not include information sharing and promotion critical to program implementation)
- Prepaid credit, debit, or store cards
- Membership dues for individuals
- Vehicles or equipment for government agencies that are for general agency use
- Costs incurred outside the project period, unless approved by the PSO