



Motor Vehicle Crime Prevention Authority

Grants Budget and Reporting (GBR) Committee Meeting

Austin, Texas

February 21, 2023



4000 Jackson Avenue
Austin Texas, 78731
www.txwatchyourcar.com



AGENDA
GRANTS BUDGET AND REPORTING (GBR) COMMITTEE MEETING
Motor Vehicle Crime Prevention Authority
TEXAS DEPARTMENT OF MOTOR VEHICLES
4000 JACKSON AVE., BUILDING 1, LONE STAR ROOM
AUSTIN, TEXAS 78731
FEBRUARY 21, 2023
1:00 PM

Link to February 21, 2023, MVCPA Grants Budget and Reporting Committee Documents (under Calendar tab): <https://www.txdmv.gov/about-us/MVCPA>

All agenda items are subject to possible discussion, questions, consideration, and action by the Grants Budget and Reporting Committee of the Board of the Motor Vehicle Crime Prevention Authority (Committee). Agenda item numbers are assigned for ease of reference only and do not necessarily reflect the order of their consideration by the Committee. The Committee reserves the right to discuss any items in closed session where authorized by the Open Meetings Act. A quorum of the Board of the Motor Vehicle Crime Prevention Authority (Board) may be present at this meeting for discussion and gathering information. However, Board members who are not Committee members will not vote on any Committee agenda items, nor will any Board action be taken.

- 1. Roll Call and Establishment of Quorum**
- 2. Pledges of Allegiance - U.S. and Texas**
- 3. Comments and Announcements from Committee Chair, Committee Members and MVCPA Director**
- 4. Selected Grantee Reports (Presentations limited to 20 minutes) (BRIEFINGS ONLY)**
 - A. Laredo
 - B. Corpus Christi
 - C. Lubbock
- 5. Budget Update for FY 2022 Unexpended Balance - Dan Price (BRIEFING ONLY)**
- 6. Grantee Expenditure Review Process to ensure expenditures are allowable - Joe Canady (BRIEFING ONLY)**
- 7. MVCPA Grantee Site Visits and Monitoring Update – Joe Canady (BRIEFING ONLY)**

ONLY)

8. MVCPA Conference

- A. Hotel Contract - Yessenia Benavides (BRIEFING ONLY)
- B. Training and Conference Committee Update - Major Jones (BRIEFING ONLY)
- C. Process to increase Taskforce Grant Award for Travel Expenses - Joe Canady (ACTION ITEM)

9. FY 2024-2025 Request for Applications (RFA) (ACTION ITEM)

CLOSED SESSION

10. The Committee may enter into closed session under one or more of the following provisions of the Texas Open Meetings Act, Government Code Chapter 551:

Section 551.071 - Consultation with and advice from legal counsel regarding:

- pending or contemplated litigation, or a settlement offer;
- a matter in which the duty of the attorney to the government body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Government Code Chapter 551; or
- any item on this agenda.

Section 551.074 - Personnel matters.

- Discussion relating to the appointment, employment, evaluation, reassignment, duties, discipline, and dismissal of personnel.

Section 551.076 - Deliberation Regarding Security Devices or Security Audits; Closed Meeting.

- the deployment, or specific occasions for implementation, of security personnel or devices; or
- a security audit.

Section 551.089 - Deliberation Regarding Security Devices or Security Audits; Closed Meeting.

- security assessments or deployments relating to information resources technology;
- network security information as described by Section 2059.055(b); or
- the deployment, or specific occasions for implementation, of security personnel, critical infrastructure, or security devices.

11. Action Items from Closed Session

12. Public Comment

13. Adjournment

The Committee will allow an open comment period to receive public comment on any agenda item or other matter that is under the jurisdiction of the Committee. No action will be taken on matters that are not part of the agenda for the meeting. For subjects that are not otherwise part of the agenda for the meeting, Committee members may respond in accordance with Government Code, Section 551.042 and consider the feasibility of placing the matter on the agenda for a future meeting.

If you would like to comment on any agenda item (including an open comment under the agenda item for Public Comment), you must complete a speaker's form at the registration table prior to the agenda item being taken up by the Committee.

Public comment will only be accepted in person. Each speaker will be limited to three minutes, and time allotted to one speaker may not be reassigned to another speaker.

Any individual with a disability who plans to attend this meeting and requires auxiliary aids or services should notify the department as far in advance as possible, but no less than two days in advance, so that appropriate arrangements can be made. Contact David Richards by telephone at (512) 465-1423.

I certify that I have reviewed this document and that it conforms to all applicable Texas Register filing requirements.

CERTIFYING OFFICIAL: David Richards, General Counsel, (512) 465-1423.

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Agenda Item: 1

Subject: Roll Call and Establishment of Quorum

	Present
Lieutenant Julio Gonzalez – Committee Chairman - Governor Appointed Board Member Law Enforcement Representative – Dallas, TX	
Major Sharon Jones – Ex Officio Member Designee for the Public Safety Director Texas Department of Public Safety	
Dean Smith – Governor Appointed Board Member Insurance Consumer Representative – Waco, TX	



Agenda Item: 2

Subject: Pledge of Allegiance (US and Texas Flags)



"I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all."

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."



To: Motor Vehicle Crime Prevention Authority Grants Budget and Reporting Committee
From: Joe Canady, Director
Agenda Item: 4.A.
Subject: Selected Grantee Reports (Presentations limited to 20 minutes)

RECOMMENDATION

Briefing Only.

PURPOSE AND EXECUTIVE SUMMARY

Selected Grantee Reports from Laredo Police Department.

FINANCIAL IMPACT

N/A

BACKGROUND AND DISCUSSION**Motor Vehicle Theft (MVT) Data - Grantee Report to MVCPA in GMTS**

Grant Report ID #	Activity	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023 YTD
1.1.15	Number of stolen motor vehicles recovered by taskforce	188	133	123	199	45
1.1.16	Report the number of MVT cases cleared	157	98	77	104	23
1.1.17	Number of persons arrested for motor vehicle theft by taskforce	86	54	35	67	14
1.1.4	MVT related cases presented to prosecutor	77	80	48	112	14

Motor Vehicle Theft - DPS Data reported by Laredo PD

Classification	2019	2020	2021	2022	2023 YTD
Motor Vehicle Theft	261	215	214	273	17

Motor Vehicle Theft – Texas Courts Data for Lubbock County and Participating Agency Counties					
Activity	2019	2020	2021	2022	2023 YTD
Filed by Indictment or Information	42	100	60	31	0
Other Cases Reaching Docket	50	52	82	53	7
Total cases added:	92	152	142	84	7
Total Convictions	21	14	34	18	1

Burglary of a Motor Vehicle (BMV) Data - Grantee Report to MVCPA in GMTS						
Grant Report ID #	Activity	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023 YTD
2.1.12	Number of BMV including parts cases cleared	135	163	149	127	33
2.1.13	Number of persons arrested for BMV including parts by taskforce	117	105	65	103	25
2.1.7	BMV related cases presented to prosecutor	92	74	95	160	34

Burglary of a Motor Vehicle - DPS Data reported by Laredo PD					
Classification	2019	2020	2021	2022	2023 YTD
FROM MOTOR VEHICLES	930	792	710	614	48
MOTOR VEHICLE PARTS AND ACCESSORIES	202	157	165	120	13
TOTAL:	1,132	949	875	734	61



To: Motor Vehicle Crime Prevention Authority Grants Budget and Reporting Committee
From: Joe Canady, Director
Agenda Item: 4.B.
Subject: Selected Grantee Reports (Presentations limited to 20 minutes)

RECOMMENDATION

Briefing Only.

PURPOSE AND EXECUTIVE SUMMARY

Selected Grantee Reports from Corpus Christi Police Department.

FINANCIAL IMPACT

N/A

BACKGROUND AND DISCUSSION**Motor Vehicle Theft (MVT) Data - Grantee Report to MVCPA in GMTS**

Grant Report ID #	Activity	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023 YTD
1.1.15	Number of stolen motor vehicles recovered by taskforce	826	747	810	754	184
1.1.16	Report the number of MVT cases cleared	317	302	237	297	75
1.1.17	Number of persons arrested for motor vehicle theft by taskforce	158	149	152	146	35
1.1.4	MVT related cases presented to prosecutor	158	168	94	133	53

Motor Vehicle Theft - DPS Data reported by Corpus Christi PD

Classification	2019	2020	2021	2022	2023 YTD
Motor Vehicle Theft	896	885	1,024	839	78

Motor Vehicle Theft – Texas Courts Data for Nueces County					
Activity	2019	2020	2021	2022	2023 YTD
Filed by Indictment or Information	116	101	139	116	0
Other Cases Reaching Docket	180	140	162	143	0
Total cases added:	296	241	301	259	0
Total Convictions	40	18	27	31	0

Burglary of a Motor Vehicle (BMV) Data - Grantee Report to MVCPA in GMTS						
Grant Report ID #	Activity	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023 YTD
2.1.12	Number of BMV including parts cases cleared	313	217	115	134	40
2.1.13	Number of persons arrested for BMV including parts by taskforce	104	81	66	71	19
2.1.7	BMV related cases presented to prosecutor	186	127	52	96	37

Burglary of a Motor Vehicle - DPS Data reported by Corpus Christi PD					
Classification	2019	2020	2021	2022	2023 YTD
FROM MOTOR VEHICLES	3,023	2,902	2,327	2,187	257
MOTOR VEHICLE PARTS AND ACCESSORIES	298	538	835	806	45
TOTAL:	3,321	3,440	3,162	2,993	302



To: Motor Vehicle Crime Prevention Authority Grants Budget and Reporting Committee
From: Joe Canady, Director
Agenda Item: 4.C.
Subject: Selected Grantee Reports (Presentations limited to 20 minutes)

RECOMMENDATION

Briefing Only.

PURPOSE AND EXECUTIVE SUMMARY

Selected Grantee Reports from Lubbock (South Plains Auto Theft Taskforce).

FINANCIAL IMPACT

N/A

BACKGROUND AND DISCUSSION**Motor Vehicle Theft (MVT) Data - Grantee Report to MVCPA in GMTS**

Grant Report ID #	Activity	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023 YTD
1.1.15	Number of stolen motor vehicles recovered by taskforce	162	178	226	199	45
1.1.16	Report the number of MVT cases cleared	84	106	44	112	25
1.1.17	Number of persons arrested for motor vehicle theft by taskforce	27	46	26	67	20
1.1.4	MVT related cases presented to prosecutor	40	61	30	67	20

Motor Vehicle Theft - DPS Data reported by Lubbock County SO, Lubbock PD and Participating Agencies

Classification	2019	2020	2021	2022	2023 YTD
Motor Vehicle Theft	1,566	1,675	1,513	1,673	107

Motor Vehicle Theft – Texas Courts Data for Lubbock County and Participating Agency Counties					
Activity	2019	2020	2021*	2022	2023 YTD
Filed by Indictment or Information	200	224	159		
Other Cases Reaching Docket	314	298	171		
Total cases added:	514	522	330		
Total Convictions	108	96	96		

*Lubbock County's data only available through October 2021 in Courts report.

Burglary of a Motor Vehicle (BMV) Data - Grantee Report to MVCPA in GMTS						
Grant Report ID #	Activity	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023 YTD
2.1.12	Number of BMV including parts cases cleared	9	5	3	4	1
2.1.13	Number of persons arrested for BMV including parts by taskforce	5	3	2	9	3
2.1.7	BMV related cases presented to prosecutor	3	4	2	9	3

Burglary of a Motor Vehicle - DPS Data reported Lubbock County SO, Lubbock PD and Participating Agencies					
Classification	2019	2020	2021	2022	2023 YTD
FROM MOTOR VEHICLES	3,689	3,324	2,602	3,362	230
MOTOR VEHICLE PARTS AND ACCESSORIES	556	461	624	784	45
TOTAL:	4,245	3,785	3,226	4,146	275



To: Motor Vehicle Crime Prevention Authority Grants Budget and Reporting Committee
From: Dan Price, Grant Auditor
Agenda Item: 5
Subject: Budget Update for FY 2022 Unexpended Balance

RECOMMENDATION

Briefing Only.

PURPOSE AND EXECUTIVE SUMMARY

Report on the MVCPA Budget Update for FY 2022 Unexpended Balance Authority

FINANCIAL IMPACT

N/A

BACKGROUND AND DISCUSSION

MVCPA has been given Unexpended Budget Carryforward Authority to carry unexpended balances from FY2022 to FY2023.

Task Force Grants:

Grantee name	Lapse	
City of Austin	37,428.95	
City of Beaumont	0	
City of Brownsville	16,794.07	
Burnet County	0	
City of Corpus Christi	876.59	
City of Dallas	0.00	
Dallas County	13,277.72 *	
City of Eagle Pass	0	
City of El Paso	0	
Galveston County	16,689.82	
Harris County	0	
City of Houston	0	
City of Laredo	25,143.61	
Lubbock County	0	
City of Mansfield	13,928.50	
Montgomery County	62,455.19	
City of Paris	472.99	
City of Pasadena	610.13	
Potter County	21,023.49	
City of San Antonio	23,229.40 *	
Smith County	333.33	
Tarrant County	25,343.03 *	
Travis County	45,837.04	
City of Victoria	857.80	
Total	304,301.66	
* Estimated Minimum Lapse		

MAG Grants Approved but not awarded 3 @ \$20,000=

\$ 60,000

Balance of FY2022 Personnel budget =

\$ 20,000

Minimum Total

\$380,000

Motor Vehicle Crime Prevention Authority AY 2022 as of 2/13/2023

MVCPA Budget Category	Budget	Expenditures	Encumbrances	Available Budget	% Available Budget
Grants	\$ 14,335,467	\$ 9,775,218	\$ 4,550,151	\$ 10,099	0%
Advertising and Promotion	\$ 22,061	\$ 22,061	\$ -	\$ -	0%
All Other Operating	\$ 28,705	\$ 28,705	\$ -	\$ -	0%
Consumable Supplies	\$ 671	\$ 671	\$ -	\$ -	0%
Professional Fees & Services	\$ 24,874	\$ 24,874	\$ -	\$ -	0%
Salaries and Personnel Costs	\$ 450,595	\$ 450,595	\$ -	\$ -	0%
Travel	\$ 11,864	\$ 11,864	\$ -	\$ -	0%
Grand Total	\$ 14,874,237	\$ 10,313,987	\$ 4,550,151	\$ 10,099	0.07%
Note: FY22 Unexpanded Balance of \$105,368.14 was transferred to FY23 Grants account					

Motor Vehicle Crime Prevention Authority AY 2023 as of 2/13/2023

MVCPA Budget Category	Budget	Expenditures	Encumbrances	Available Budget	% Available Budget
Grants	\$ 14,225,141	\$ 7,500	\$ 13,802,499	\$ 415,142	3%
Advertising and Promotion	\$ 111,073	\$ -	\$ -	\$ 111,073	100%
All Other Operating	\$ 141,131	\$ 5,077	\$ 10,046	\$ 126,008	89%
Consumable Supplies	\$ 2,500	\$ 99	\$ 114	\$ 2,287	91%
Professional Fees & Services	\$ 133,250	\$ 1,307	\$ 11,193	\$ 120,750	91%
Salaries and Personnel Costs	\$ 454,378	\$ 137,129	\$ -	\$ 317,249	70%
Travel	\$ 17,500	\$ 6,582	\$ -	\$ 10,918	62%
Grand Total	\$ 15,084,973	\$ 157,695	\$ 13,823,852	\$ 1,103,427	7%
Note: FY23 Grants Budget was adjusted (partial adjustment) with FY22 Unexpanded Balance of \$105,368.14					



To: Motor Vehicle Crime Prevention Authority Grants Budget and Reporting Committee
From: Joe Canady, Director
Agenda Item: 6
Subject: Grantee Expenditure Review Process to ensure expenditures are allowable

RECOMMENDATION

Briefing Only.

PURPOSE AND EXECUTIVE SUMMARY

Grantee Expenditure Review Process to ensure expenditures are allowable.

FINANCIAL IMPACT

N/A

BACKGROUND AND DISCUSSION

Expenditure review is comprised of answering a number of basic questions:

- 1) Are the expenses reasonable and necessary? (We offer latitude in our Commander's judgment)
- 2) Are authorized people doing authorized things? (Are expenses allowable under Statute & TAC)
- 3) Did you do what you said you would do? (Are expenses consistent with the Grant Award)

Our Grant Management System has many controls built in, such as:

- 1) Total reimbursement is capped at award amount.
- 2) Program Income is automatically carried forward.
- 3) Budget overages are controlled by category.
- 4) Reimbursement rate is calculated from final approved application.
- 5) Expenditure submission is certified by approved official.
- 6) Many other controls and control reports are embedded in the system.

After submission 3 staff members review each report:

- 1) Grant Coordinator checks for:
 - a. Reasonable and necessary expenses?
 - b. Is the submission complete?
 - c. Do the schedules, summary and expenditure reports (ER's) foot and tie to each other?
- 2) Grant Auditor checks for:
 - a. 26 elements of compliance and continuity to prior reports.
 - b. Looks at total ER & Categories for burn rate, analyze variances.
 - c. Checks backup per category.
 - i. Allowable vs Unallowable, some examples of unallowable:
 1. General Governmental expenses.
 2. Indirect Costs

3. Related Party (Less than arm's length transactions).
 4. Special items of cost
 5. Tips and alcohol
 6. Lobbying
 7. Guns and ammunition
 8. Losses (e.g., Accidents)
 9. Many Others
 - ii. Check cutoffs
 - iii. Check for duplicate charges
 - iv. Check for proper reporting by category
 - v. Compare to Grant Award for consistency
 - vi. Other inquiries based on professional judgement
- 3) MVCPA Director checks for:
- a. Explanations of variances or questionable items from Staff
 - b. Do Expenditures align with the Progress reports
 - c. Quality check
 - d. Prepares payment voucher and forwards to accounts payable.

Example:

During the review of an Expenditure report, a line item was noted for "rent." The grant award was reviewed, and rent was included, but an unusual comment "Rent cost is set by the Board of Trustees." At that point, a review of public records was performed to determine the identity of the "landlord". The determined "landlord" was a wholly owned subsidiary of the Grantee.

Per the Texas Grant Management Standards (TXGMS):

Selected Cost Items	Federal Grant Program Considerations	State Grant Program Considerations
	Uniform Guidance	Chapter 783 Supplement for State Grant Programs
Rental Costs of Real Property and Equipment	2 CFR § 200.465	<p>(a) Subject to the limitations described in paragraphs (b) through (d) of this section, rental costs are allowable to the extent that the rates are reasonable in light of such factors as: rental costs of comparable property, if any; market conditions in the area; alternatives available; and the type, life expectancy, condition, and value of the property leased. Rental arrangements should be reviewed periodically to determine if circumstances have changed, and other options are available.</p> <p>(b) Rental costs under "sale and lease back" arrangements are allowable only up to the amount that would be allowed had the local government continued to own the property. This amount would include expenses such as depreciation, maintenance, taxes, and insurance.</p> <p>(c) Rental costs under "less-than-arm's-length" leases are allowable only up to the amount (as explained in paragraph (b) of this section). For this purpose, a less-than-arm's-length lease is one under which one party to the lease agreement is able to control or</p>

		<p>substantially influence the actions of the other. Such leases include, but are not limited to those between:</p> <ol style="list-style-type: none"> (1) Divisions of the local government; (2) The local government under common control through common officers, directors, or members; and (3) The local government and a director, trustee, officer, or key employee of the local government or an immediate family member, either directly or through corporations, trusts, or similar arrangements in which they hold a controlling interest. For example, the local government may establish a separate corporation for the sole purpose of owning property and leasing it back to the local government. (4) Family members include one party with any of the following relationships to another party: <ol style="list-style-type: none"> (i) Spouse, and parents thereof; (ii) Children, and spouses thereof; (iii) Parents, and spouses thereof; (iv) Siblings, and spouses thereof; (v) Grandparents and grandchildren, and spouses thereof; (vi) Domestic partner and parents thereof, including domestic partners of any individual in (2) through (5) of this definition; and (vii) Any individual related by blood or affinity whose close association with the employee is the equivalent of a family relationship. (5) Rental costs under leases which are required to be treated as capital leases under GAAP are allowable only up to the amount (as explained in paragraph (b) of this section) that would be allowed had the local government purchased the property on the date the lease agreement was executed. The provisions of GAAP must be used to determine whether a lease is a capital lease. Interest costs related to capital leases are allowable to the extent they meet the criteria in Interest. Unallowable costs include amounts paid for profit, management fees, and taxes that would not have been incurred had the local government purchased the property. (6) The rental of any property owned by any individuals or entities affiliated with the local government, to include commercial or residential real estate, for purposes such as the home office workspace is unallowable.
Selected Cost Items	Federal Grant Program Considerations	State Grant Program Considerations
	Uniform Guidance	Chapter 783 Supplement for State Grant Programs
Depreciation	2 CFR § 200.436	<ol style="list-style-type: none"> (d) Depreciation is the method for allocating the cost of fixed assets to periods benefitting from asset use. The local government may be compensated for the use of its buildings, capital improvements, equipment, and software projects capitalized in accordance with GAAP, provided that they are used, needed in the local government's activities, and properly allocated to state and Federal awards. Such compensation must be made by computing depreciation. (e) The allocation for depreciation must be made in accordance with Appendices III through IX of the Uniform Guidance.

		<p>(f) Depreciation is computed applying the following rules. The computation of depreciation must be based on the acquisition cost of the assets involved. For an asset donated to the local government by a third party, its fair market value at the time of the donation must be considered as the acquisition cost. Such assets may be depreciated or claimed as matching but not both. For the purpose of computing depreciation, the acquisition cost will exclude:</p> <ol style="list-style-type: none"> (1) The cost of land; (2) Any portion of the cost of buildings and equipment borne by or donated by the state or Federal government, irrespective of where title was originally vested or where it is presently located; (3) Any portion of the cost of buildings and equipment contributed by or for the local government where law or agreement prohibits recovery; and (4) Any asset acquired solely for the performance of a non-state award. <p>(g) When computing depreciation charges, the following must be observed:</p> <ol style="list-style-type: none"> (1) The period of useful service or useful life established in each case for usable capital assets must take into consideration such factors as type of construction, nature of the equipment, technological developments in the particular area, historical data, and the renewal and replacement policies followed for the individual items or classes of assets involved. (2) The depreciation method used to charge the cost of an asset (or group of assets) to accounting periods must reflect the pattern of consumption of the asset during its useful life. In the absence of clear evidence indicating that the expected consumption of the asset will be significantly greater in the early portions than in the later portions of its useful life, the straight-line method must be presumed to be the appropriate method. Depreciation methods once used may not be changed unless approved in advance by the state awarding agency. The depreciation methods used to calculate the depreciation amounts for indirect rate purposes must be the same methods used by the local government for its financial statements. (3) The entire building, including the shell and all components, may be treated as a single asset and depreciated over a single useful life. A building may also be divided into multiple components. Each component item may then be depreciated over its estimated useful life. The building components must be grouped into three general components of a building: building shell (including construction and design costs), building services systems (e.g., elevators, HVAC, plumbing system and heating and air-conditioning system) and fixed equipment (e.g., sterilizers, casework, fume hoods, cold rooms and glassware/washers). In exceptional cases, a state awarding agency may authorize a local government to use more than these three grouping (4) When a local government elects to depreciate its buildings by its components, the same depreciation methods must be used for indirect purposes and financial statements purposes, as described in paragraphs (d)(1) and (2) of this section. (5) No depreciation may be allowed on any assets that have outlived their depreciable lives.
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The issues identified were discussed with the Grantees Finance team and then reviewed with the State Auditor's Office, State Procurement Office, DMV Legal, and the Comptroller's Legal Department. The final conclusion was that this cost for "rent" is unallowable.



To: Motor Vehicle Crime Prevention Authority Grants Budget and Reporting Committee
From: Joe Canady, Director
Agenda Item: 7
Subject: MVCPA Grantee Site Visits and Monitoring Update

RECOMMENDATION

Briefing Only.

PURPOSE AND EXECUTIVE SUMMARY

Grantee Site Visit and Monitoring Update

FINANCIAL IMPACT

N/A

BACKGROUND AND DISCUSSION

As part of MVCPA's Standard Operating Procedure, as well as a requirement by state regulations, the MVCPA must conduct program and financial compliance reviews of grant programs. The purpose of the monitoring visit is to ensure compliance with state law, program rules and regulations, and the Statement of Grant Award.

The review primarily covers:

- Assessment and evaluation to determine whether the program purposes are being attained
- Determine whether goals, strategies, activities and other measurable outcomes are being met
- Determine whether the grantee is operating as a multi-agency taskforce as described in the approved application and operations plan
- Assessment of selected inventory items to determine if the location as indicated by the grantee in the online Inventory Report is accurate
- Review financial records and documentation for consistency with program activity
- Assessment to ensure grantee is in compliance with State cost principles, rules, regulations, and contractual requirements
- Assessment to ensure expenses incurred by the grant program are reasonable and necessary to meet the goals, strategies, and activities of the grant program
- Assessment to ensure grantee has a process in place, and is following the process, to monitor and ensure grant compliance of subgrantees.

After the Review:

- **Monitoring Report** - The Coordinator prepares a written report of the review and forwards the report to the grantee. The report documents all of the compliance issues, findings, observations and advisory recommendations along with the specific guidance citations associated with each. For more complicated reviews, the coordinator may also conduct a telephone exit conference.
- **Corrective Action Plan** - If the report contains findings, the grantee has 30 days from the date of the monitoring report either to dispute the findings with written comments and any supporting documentation, or to submit a Corrective Action Plan (CAP) specifying the plan to remedy the finding. The CAP must be fully implemented

within six months from the date of the monitoring report. Follow-up reviews with may be conducted by the Coordinator to ensure timely implementation, as necessary.

- Technical Assistance - The Monitor will follow up with the grantee to provide technical assistance to facilitate grant compliance, as needed. If significant problems or concerns are identified during the review; on-site visits may be scheduled by Staff monitor for the purpose of reviewing fiscal operations.

Example:

In mid- January a monitoring visit of a Multi-Agency task force was conducted. Thirty days notice was given. About 2 hours into the review, we were informed that no Finance personnel were available and onsite to complete the review. We completed the portions of the Monitoring visit that were possible. Observations that were made included:

- The taskforce is a multi-agency grant with three sub-grantees. The coordination between the grantee and sub-grantees is below what is expected of a multi-agency grant.
- Sub-grantee monitoring of program operations and financial elements needs improvement.
- Inventory management needs improvement.

MVCPA recommends the following changes be implemented to the taskforce grant operations to combat motor vehicle crimes and better serve the citizens of Texas:

- Conduct bi-Weekly meetings with Grantee and all Sub-grantees
- Hold monthly meetings between chiefs and command staff of all participating agencies
- Coordinate group operations and investigations between Grantee and Sub-grantees as a taskforce
- Provide a plan to the MVCPA for Sub-grantee monitoring (Program Operations and Financial)
- Provide monthly program updates to the MVCPA of the implementation progress

A follow up visit has been scheduled for mid-March to complete the finance portion of the Monitoring.



To: Motor Vehicle Crime Prevention Authority GBR Committee
From: Yessenia Benavides, Program Specialist
Agenda Item: 8.A.
Subject: Hotel Contract

RECOMMENDATION

Briefing Only.

PURPOSE AND EXECUTIVE SUMMARY

Provide an update on the 2023 Motor Vehicle Crime Prevention Authority 2023 Conference venue contract.

FINANCIAL IMPACT

\$4,400.00

BACKGROUND AND DISCUSSION

The motor vehicle Crime Prevention Authority 2023 Conference will be held June 12 thru June 15, 2023, in Kerrville, TX. A requisition for Inn of the Hills was submitted on December 16, 2022 in the Centralized Accounting and Payroll/Personnel System (CAPPS). A Purchase Order (PO) was issued on February 7, 2023. The amount for the purchase order is \$4,400.00.

Price Breakdown	
Conference Room Rental	\$3,000.00
Hospitality Room (Executive Session)	\$400.00
Audio Visual Fees	\$700.00
Additional Amount for Incidentals	\$300.00
Total	\$4,400.00

A block of rooms has been created by Inn of Hills for the MVCPA 2023 Conference. The block of rooms will be held until Monday, May 15, 2023 at which time those rooms not reserved will be released for sale to others. Rooms will be available for check-in on the day of the arrival at 4:00 PM. Check-out time is 12:00 PM. A reservation link will be shared as soon as possible.

The June 2023 Per Diem Rate for Kerrville, TX is the Standard Rate of \$98 for daily lodging and \$59 for meals and incidentals.



To: Motor Vehicle Crime Prevention Authority GBR Committee
From: Major Jones, Board Member
Agenda Item: 8.B.
Subject: Training and Conference Committee Update

RECOMMENDATION

Briefing Only.

PURPOSE AND EXECUTIVE SUMMARY

Update on the 2023 MVCPA Training and Conference Committee.

FINANCIAL IMPACT

N/A

BACKGROUND AND DISCUSSION

The Motor Vehicle Crime Prevention Authority (MVCPA) 2023 Conference Committee met for the first time on December 14, 2022. The committee is composed of MVCPA Staff Members and MVCPA Board members, with Major Jones named the chair. A second meeting was held January 9, 2023. A conference flyer has been designed and approved for distribution.

Tentative Conference Schedule:

June 12

GBR Committee Meeting

June 13

Grantee Training

Law Enforcement Training

June 14

Law Enforcement Training

Awards Banquet

June 15

Board Meeting – Grant Awards

10-Minute Grantee Presentations



To: Motor Vehicle Crime Prevention Authority Grants Budget and Reporting Committee
From: Joe Canady, Director
Agenda Item: 8.C.
Subject: Process to increase Taskforce Grant Award for Travel Expenses

RECOMMENDATION

Action Item. Approve the MVCPA Director to coordinate with TxDMV Finance and Administrative Services Division to increase travel funds to FY23 Taskforce Grant Awards for administrative and law enforcement personnel to attend the 2023 MVCPA Conference.

PURPOSE AND EXECUTIVE SUMMARY

A process to provide funds to taskforce grants for travel costs associated with the 2023 MVCPA training conference. FY23 Taskforce Grant budgets were adopted prior to a board decision to hold a training conference in conjunction with a June Committee and Board meeting.

FINANCIAL IMPACT

To be determined.

BACKGROUND AND DISCUSSION

FY23 MVCPA taskforce grants were a continuation from FY22. Grantees maintained the same budget amounts as was approved in FY22. To prevent an adverse effect to taskforce budgets, MVCPA staff will work with TxDMV Finance and Administrative Services Division to provide additional travel funds for grantees participation and attendance at the 2023 MVCPA training conference. This is expected to be a small percentage of increase to cover hotel and per diem costs for grant personnel to attend. This provides a cost-effective benefit for taskforce law enforcement officers to receive specialized motor vehicle crimes training. It also creates an opportunity for officers and grant officials to participate in round table discussions to develop solutions to new trends in motor vehicle crimes.



To: Motor Vehicle Crime Prevention Authority Grants Budget and Reporting Committee
From: Joe Canady, Director
Agenda Item: 9
Subject: FY 2024-2025 Request for Applications (RFA)

RECOMMENDATION

Action Item. Approve the MVCPA Director to coordinate with the MVCPA Board designee to publish the FY2024 Request for Applications (RFA) based on eligibility requirements and priorities for funding as determined by the MVCPA board.

PURPOSE AND EXECUTIVE SUMMARY

The MVCPA is authorized to issue Request for Applications (RFA) for the Fiscal Years 2024 and 2025 to provide grants to local law enforcement to combat motor vehicle theft, burglary of a motor vehicle and/or fraud-related motor vehicle crime. The RFA must include Eligibility Requirements and grant features that the MVCPA Board has designated as a priority when evaluating new grant applications.

FINANCIAL IMPACT

Contingent on Appropriations

BACKGROUND AND DISCUSSION

The MVCPA has previously issued taskforce grants for a one-year term beginning on September 1 and ending on August 31. Since the amounts appropriated to MVCPA is on a two-year basis, the MVCPA has awarded a continuation grant for the second year of the biennium subject to the availability of funding and grantees' positive program performance.

- Eligible Applicants
 - Texas law enforcement agencies through their city or county have been eligible to apply for Motor Vehicle Crime Grants
- Application Category
 - New Grant – Annual competitive grants that require a minimum cash match of 20% for the program described in the application.
 - Continued Grant – Previously applications were allowed to be submitted for substantially the same positions and program operations as the previous year. MVCPA staff recommends that the continued grant category not be offered due to current crime trends and priorities in funding. This will allow applicants to complete a new grant application with a need based on the jurisdictions current measurable motor vehicle crimes and the proposed activities to combat motor vehicle crimes occurring.
- Funding Priorities to consider
 - Automatic License Plate Reader Operations
 - Dedicated Prosecutor
 - Border and Port Security Operations
 - Catalytic Converter Operations and Prevention
 - Statewide taskforce to address real time crime trends



Motor Vehicle Crime Prevention Authority Fiscal Year 2022 Request for Applications – Taskforce Grants

Publish date

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 of 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, June 11, 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, June 11, 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: 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 Grant Administrative Guide and subsequent adopted grantee instruction manuals](#)
- This Request for Applications issued on **Publish date**

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 are also required to meet qualifications listed in the specific type of application that may be submitted. There are three different grant application types:

Continued Grant Category – Only available to agencies that have an FY21 grant. The application must be submitted for substantially the same positions and program as the previous year, or FY2021. The requested funds, match funds, and in-kind match must be within 5% of the previous year. The number of staff positions must be within 5% of the total positions. These are annual competitive grants that require a minimum cash match of 20% for the program described in the application.

Modified Grant Category – Only available to agencies that have an FY21 grant. Current grantees will only enter the portion where a change of greater than 5% is made between the continued grant application and the awarded (including modifications) FY2021 budget. Changes in personnel, fringe, travel, supplies, contract, equipment or changes in number of personnel, match percent or amount would be included in this category. These are annual competitive grants that require a minimum cash match of 20% for the program described in the application.

New Grant Category – Available to all law enforcement agencies. These are annual competitive grants that require a minimum cash match of 20% for the program described in the application.

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 grant cycle is 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, June 11, 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:

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/or fraud-related motor vehicle crime through enforcement of law, detection of criminal enterprise and /or apprehension of law violators and groups. This category includes development of uniform programs to prevent stolen motor vehicles from entering Mexico or out of 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/or 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. This program category must provide methods to distribute equipment or technology and/or to test experimental equipment or technology designed to reduce 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/or 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 vehicle identification number inspection, inspections of facilities that operate motor vehicle part and component distribution enterprises, labeling etching methods including component part labeling and contradicting other fraudulent means to sell 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/or fraud-related motor vehicle crime. Develop and provide specialized training or education program(s) on motor vehicle crime prevention, interdiction and prosecution to law enforcement, prosecutors, and other groups combatting motor vehicle theft and burglary. Provide education in motor vehicle crime prevention including title and registration fraud prevention to business groups and the public.

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.

In-Kind Match

Resources or funding from the applicant or third-parties that are related to grant funded activity and can be quantified should be reported in the proper category in the application. In-kind contributions shall not be considered cash match. In-kind match is encouraged. It 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; and/or 3) as an added value inducement to the MVCPA.

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) 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 the 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 application process.
- h) Competitive Application Process–The Application process for the Authority’s Grant Program is competitive. Awards are based on a review of the grant Application.
- i) 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.
- j) Questions and Clarification- During the review period, the applicant may be contacted by Authority staff to ask questions or seek clarification on information written in the application. Failure to promptly respond will not disqualify an applicant but information that arrives after the review period cannot be considered.
- k) 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.
- l) 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.
- m) 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.
- n) 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.
- 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 the “Motor Vehicle Crime Prevention Authority Grant Application Workshop” which has been scheduled for: **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.

Attendees are responsible for making individual hotel reservations.

Contact Person

Bryan E. Wilson, MVCPA Director,
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Jackson Avenue
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(512) 465-1485

GrantsMVCPA@txdmv.gov

Issued in Austin, Texas on **Publish date**

Bryan E. Wilson, MVCPA Director

MVCPA Application Checklist

Each Applicant must:

- 1) Complete the on-line Application on or before 5:00 PM, June 11, 2021;
- 2) Submit the Resolution and any attach other supporting documents on or before **5:00 PM, June 11, 2021**

Appendix A

Updated Sample Motor Vehicle Crime Prevention Authority Resolution

Applicants may 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 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 in the jurisdiction; and

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

WHEREAS, _____ (Entity Name) has agreed that all funds received will be used to provide financial support to law enforcement agencies for economic motor vehicle theft and fraud-related motor vehicle crime enforcement teams; and

WHEREAS, in the event of loss or misuse of the grant funds, _____ (Entity Name) 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 the [*County Judge/ Sheriff// City Manager/Police Chief // , etc....*] of this [*county//city//agency*] is designated as the Authorized Official:

1. To apply for, accept, decline, modify, or cancel the grant application for the Motor Vehicle Crime Prevention Authority Grant Program;
2. Provide all uniform assurances required by the Texas Grant Management Standards as promulgated by the Texas Comptroller of Public Accounts; and
3. Complete all other necessary documents to accept said grant; and

BE IT FURTHER RESOLVED that _____ (*Position-Example- MVCPA Commander, Chief of Police, etc...*) is designated as the Program Director and _____ (*Position-Example- County Auditor, City CFO, etc...*) is designated as the Financial Officer for this grant. .

Adopted this _____ day of _____, 2021.

NAME

TITLE: County Judge /Mayor/ City Manager



**MOTOR VEHICLE CRIME
PREVENTION AUTHORITY**