

**WEST VIRGINIA
DIVISION OF CRIMINAL JUSTICE SERVICES**

**JUSTICE ASSISTANCE
GRANT PROGRAM**

**GRANT APPLICATION
Matching Funds Requirement**

Match Requirement

Programs are required to assume a greater local level of fiscal responsibility and promote increased local participation. Funded projects must receive financial support from sources other than Justice Assistance Grant funding (JAG), or any other Federal funding source. The purpose of matching funds is to augment the amount of resources available to the project from grant funds and to foster the dedication of state, local and community resources to the purposes of the JAG funded project. Providing matching funds demonstrates collaboration and a commitment to the sustainability of the project, which is one of the major components used by staff and the JAG Funding Committee in assessing merit of the project.

Matching funds for the JAG program must be a cash match used for eligible project related costs. The grantee matching share must be expended in the same manner and proportion as budgeted in the grant application. The grantee share must also be expended in the same time concurrence (grant period) as the federal funds are expended. Accurate records must be maintained and show the amount and timing of these contributions. These records are subject to audit in the same manner and to the same extent as books and records dealing with the receipt and expenditure of federal funds.

The required cash match is 25% of the total project. This is calculated as follows:

Example

Amount of JAG grant: \$10,000

$10,000 \div .75 = \$13,333$

Total Project = \$13,333

JAG Funds = \$10,000

Matching Funds = \$3,333

(total project subtract grant funding = required match)

Matching Funds Waiver

An applicant may request a waiver for the required matching funds by submitting a separate document titled. In the request, describe rationale underlying the need for the waiver and have the Authorized Official named on the grant application page 1 to sign off on the Matching Funds Waiver Request. Submit the Matching Funds Waiver Request with the application for funds. Members of the JAG Funding Committee and DCJS staff will review the request and grant the waiver if the applicant clearly demonstrates their inability to provide the required cash match.

Should you have any questions or need further assistance in the preparation of this grant application, please contact Jason Metzger at (304) 558-8814, extension 285.