

TAB 2



City of Palmetto Agenda Item

Meeting Date

7/18/11

Presenter:

Chief Wells

Department:

Police Department

Title:

JAG Program Grant #2010-DJ-BX-1407

In September 2010, The Department was awarded a \$27,600.00 JAG allocation grant. City Commission approved our request to spend the award purchasing encryption keys for the Department's digital encryption capable radios. This initiative has been plagued with delays and is problematic. To continue with this initiative with these grant funds would not reflect the most prudent stewardship for our agency. We have been unable to report any progress due to said delays and problems. We have contacted our Grants Manager at DOJ and they are supportive of our desire to change Project Scope altering programmatic activities. Although this is an important project, other equipment needs have taken priority.

Some of the in-car COBAN computer and video systems are becoming problematic and require constant attention. Many of these workstations are over 5 years old and require an above average amount of maintenance to keep them functional. Furthermore, since the COBAN is an all in one system that combines both in-car computer with built-in video, if one system fails, the entire unit is compromised. We are anxious to begin replacing the COBANs with "rugged tough book" laptops and docking stations. These will provide a much newer and more serviceable platform. The laptops will also allow officers to remove the laptops from their vehicles to complete their work, creating greater flexibility and allowing more opportunity for officers to be visible in the community. The surplus COBANs will then be used to keep other cars running. The Department would also like to begin installing our next generation in-car video recording system. This solution is stand-alone and will not be integrated into the computer (again allowing for greater serviceability). Changing the scope of this grant award would allow us to begin this process.

The items we propose to purchase are as follows:

One in-car video recording system with set-up software:	\$6,000.00
Three rugged laptops with in-car docking stations:	\$16,500.00
Installation and I.T. set-up:	\$5,000.00
Total:	\$27,500.00

The scope of this JAG Award will allow the Department to utilize it for "Planning, evaluation, and technology improvement programs" which would clearly encompass what we are proposing to do.

With approval of this change of scope and purpose, we can utilize the funds from the upcoming Allocation Grant in the amount of \$21,925 for licenses and new server seats for the additional software.

[Empty box for notes or comments]

Budgeted Amount: **Budget Page No(s):** **Available Amount:** **Expenditure Amount:**

Additional Budgetary Information:

Funding Source(s): **Sufficient Funds Available:** Yes No **Budget Amendment Required:** Yes No **Source:**

City Attorney Reviewed: Yes No N/A **Advisory Board Recommendation:** For Against N/A **Consistent With:** Yes No N/A

Potential Motion/Direction Requested:

Staff Contact:

Attachments:

old Point Paper



City of Palmetto Agenda Item

Meeting Date

10/4/10

Presenter: Chief Rick Wells **Department:** Police Department

Title: 2010-32 Police Dept Portable/Mobile Radio Encryption Project

The Palmetto Police Department intends to use the JAG award to improve the capability of the current Department radio system to allow it to communicate directly with the radio systems of other surrounding law enforcement agencies. The ability for Palmetto Police officers to communicate directly, by radio, with officers and deputies in surrounding jurisdictions is critical for many reasons, including:

1. The ability to coordinate day to day law enforcement activities with neighboring jurisdictions;
2. The need to communicate directly with other jurisdictions during the investigation of crimes and the pursuit and apprehension of criminals;
3. The need to coordinate and share other law enforcement resources (K-9, bi-lingual officers, air units, etc.);
4. The need to communicate directly during critical incidents, terrorist attacks, natural disasters, and large planned events.

The Palmetto Police Department has always enjoyed a close working relationship with the other agencies in the surrounding county, including the largest county law enforcement agency, the Manatee County Sheriff's Office. The public safety agencies in Manatee County (including the Sheriff's Office) share an 800 mhz. radio system. City of Palmetto officers and Manatee County deputies share common radio groups that allow direct radio communication between the agencies. For some time, the Manatee County Sheriff's Office has been working towards digitally encrypting its radio groups, for enhanced transmission security. They are now in the process of this security upgrade. This grant award will allow the Palmetto Police Department to purchase the necessary software and add it to the current agency radios that are capable of digital encryption (23 portable and 23 mobile/vehicle radios). Without this software upgrade, direct radio communication between the Palmetto Police Department and the Manatee County Sheriff's Office will be severely impacted

The cost, per radio, of this software upgrade is \$600.00. The total cost of this project for 46 radios (including installation) is \$27,600.00. This grant will cover the cost of this critical radio software upgrade. There are no matching requirements.

Budgeted Amount:	\$0.00	Budget Page No(s):		Available Amount:	\$0.00	Expenditure Amount:	\$0.00
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Additional Budgetary Information: To increase Revenue - 001 331 2400 9012 and increase expense 001 701 4634 9012 by \$27,600.

Funding Source(s):	DOJ Bureau of Justice	Sufficient Funds Available:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Budget Amendment Required:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Source:	
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City Attorney Reviewed:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Advisory Board Recommendation:	<input type="checkbox"/> For <input type="checkbox"/> Against <input checked="" type="checkbox"/> N/A	Consistent With:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	
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Potential Motion/Direction Requested: Accept the award and approve the Mayor to excute the grant agreement from the Department of Justice . Approve the budget amendment to allow for Revenue from Dept of Justice and expenses incurred by the City. The net affect is zero

Staff Contact: Lt. Scott Tyler 723-4587 x360

Attachments: Grant Award Agreement - Award Number: 2010-DJ-BX-1407

U.S. Department of Justice
Office of Justice Programs
Bureau of Justice Assistance



The U.S. Department of Justice, Office of Justice Programs' (OJP) Bureau of Justice Assistance (BJA) is pleased to announce that it is seeking applications for funding under the Edward Byrne Memorial Justice Assistance Grant (JAG) Program. This program furthers the Department's mission by assisting state, local, and tribal efforts to prevent or reduce crime and violence.

Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY 2010 State Solicitation

Eligibility

Applicants are limited to states, the District of Columbia, the Commonwealth of Puerto Rico, the Northern Mariana Islands, the Virgin Islands, Guam, and American Samoa. The allocations list can be found at: www.ojp.usdoj.gov/BJA/grant/10jagallocations.html.

Deadline

This application must be submitted through OJP's Grants Management System (GMS). Registration with OJP's Grant Management System (GMS) is required prior to application submission. (See "How to Apply," page 6)

All applications are due by 8:00 p.m. eastern time on June 16, 2010
(See "Deadlines: Registration and Application," page 1).

Contact Information

For technical assistance with submitting the application, contact the Grants Management System Support Hotline at 1-888-549-9901, option 3, or via e-mail to GMS.HelpDesk@usdoj.gov.

Note: The GMS Support Hotline hours of operation are Monday-Friday from 6:00 a.m. to 12 midnight eastern time, except federal holidays.

For assistance with the requirements of this solicitation, please contact your State Policy Advisor: www.ojp.usdoj.gov/BJA/resource/ProgramsOffice.pdf.

Release date: April 26, 2010

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Edward Byrne Memorial Justice Assistance Grant (JAG) Program (CFDA #16.738)

Overview

The Edward Byrne Memorial Justice Assistance Grant (JAG) Program (42 U.S.C. 3751(a)) is the primary provider of federal criminal justice funding to state and local jurisdictions. The JAG Program provides states and units of local governments with critical funding necessary to support a range of program areas including law enforcement, prosecution and court programs, prevention and education programs, corrections and community corrections, drug treatment and enforcement, crime victim and witness initiatives, and planning, evaluation, and technology improvement programs.

Deadlines: Registration and Application

Registration is required prior to submission. The deadline to register in GMS is 8:00 p.m. eastern time on June 16, 2010 and the deadline for applying for funding under this announcement is 8:00 p.m. eastern time on June 16, 2010. Please see the "How to Apply" section, page 6, for more details.

Eligibility

Please refer to the cover page of this solicitation for eligibility under this program.

JAG Program—Specific Information

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.

Established to streamline justice funding and grant administration, the JAG Program allows states, tribes, and local governments to support a broad range of activities to prevent and control crime based on their own local needs and conditions. JAG blends the previous Byrne Formula and Local Law Enforcement Block Grant (LLEBG) Programs to provide agencies with the flexibility to prioritize and place justice funds where they are needed most.

Formula

The Bureau of Justice Statistics (BJS) calculates, for each *state and territory*, a minimum base allocation which, based on the Congressionally mandated JAG formula, can be enhanced by (1) the state's share of the national population, and (2) the state's share of the country's Part 1 violent crime statistics. Once the state funding is calculated, 60 percent of the allocation is awarded to the state, and 40 percent to eligible units of local government (please note that the territories and District of Columbia are exempt from this part of the formula).

Eligible state/territory recipients are entitled to the aforementioned 60 percent state allocation plus any funds designated for the state's units of local government whose direct allocation would be less than \$10,000. Funds from these "less than \$10,000 jurisdictions" will be added to the state allocation and must be distributed by the state to state police departments that provide criminal justice services to units of local government and units of local government that were not

eligible for a direct award of \$10,000 or more. In addition, the formula then calculates direct allocations for local governments within each state, based on their share of the total violent crime reported within the state. Local governments entitled to at least \$10,000 awards may apply directly to BJA for local JAG grants. States also have a variable percentage of the allocation that is *required to be "passed through"* to units of local government. This amount, also calculated by BJS, is based on each state's crime expenditures. Updated Variable Pass-through percentages (VPT), which State Administering Agencies (SAA) are required to use in the administration of FY 2010 JAG awards, can be found at: www.ojp.usdoj.gov/BJA/grant/jag10/10JAGvpt.pdf.

Award Amount

Eligible award amounts under JAG are posted annually on BJA's JAG web page: www.ojp.usdoj.gov/BJA/grant/jag.html.

Purpose Areas

JAG funds may be used for state and local initiatives, ~~technical assistance~~, training, personnel, ~~equipment~~, supplies, contractual support, and ~~criminal justice information systems~~ that will improve or enhance such areas as:

- ~~Law enforcement programs~~
- Prosecution and court programs.
- Prevention and education programs.
- Corrections and community corrections programs.
- Drug treatment and enforcement programs.
- Planning, evaluation, and technology improvement programs.
- Crime victim and witness programs (other than compensation).

Note: The authorizing statute for the JAG Program provides that funds are to be used for the purposes above and notes that these purposes include all of the purposes previously authorized under the Edward Byrne Memorial State and Local Assistance Program (Byrne Formula) and the Local Law Enforcement Block Grant Program (LLEBG). This provision may be useful to applicants in understanding all of the allowable uses under the above purpose areas. For example, relying on this provision, it can be understood that the JAG Purpose Area "Prosecution and court programs" listed above, provides the states and local units of government with the authority to fund defender, judicial, pretrial, and court administration efforts as well as prosecution programs. For a listing of prior Byrne Formula and LLEBG purpose areas, see www.ojp.usdoj.gov/BJA/grant/byrnepurpose.html. Although these two programs have been eliminated, their prior purpose areas may be useful in appreciating the scope of the JAG purpose areas.

Priorities

BJA recognizes that the downturn in the economy has resulted in significant pressures on state and local criminal justice systems. In these challenging times, all of DOJ, and especially OJP and BJA, wish to ensure that state administering agencies and local JAG recipients are aware of several areas of national focus and priority for DOJ that may be of help in maximizing the effectiveness of the Byrne/JAG funding at the state and local level.

As an overall framework for success, we encourage both state and local comprehensive justice planning, bringing all of the system stakeholders together, including law enforcement, courts, prosecutors, defenders, corrections officials, and other stakeholders to create a comprehensive and strategic justice plan to ensure coordination and a more effective justice system.

As a part of this strategic planning process, we strongly encourage state and local planners to consider programs that are evidence-based and have been proven effective; in a difficult budgetary climate, it is critical that dollars are spent on programs whose effectiveness is proven. However, we recognize that state and local programs can also be wonderful laboratories for innovative programs that can be models for other states and localities addressing difficult problems. BJA has made resources available to State Administering Agencies and others to provide training and technical assistance in identifying and using evidence-based practices as the outcome of a comprehensive and strategic justice plan in the state or local community.

In addition to these overarching considerations and in addition to our longstanding and unwavering commitment to keeping violent crime at its lowest level in decades, the following priorities represent key areas where we will be focusing nationally and invite each state to join us in addressing these challenges as a part of our Justice Assistance Grant partnership.

A key priority for the Department of Justice and, indeed, the entire Administration, is effective counterterrorism and terrorism prevention programs. We recognize that state and local law enforcement are critical partners in detecting, identifying, preventing, and disrupting acts of violence against the United States by both domestic and international extremist organizations. Preventing terrorism remains the first goal of the Department of Justice's strategic plan and remains a priority for BJA.

Another key priority area is ensuring that justice is truly done in the criminal justice system—the Attorney General has consistently stressed that the crisis in indigent defense reform is a serious concern of his, a concern which is shared by OJP and BJA. As a former prosecutor and judge, however, the Attorney General is also acutely aware that without adequate funding for the courts, prosecution, problem-solving courts, and other innovative, cost-saving alternatives to incarceration, true justice cannot be achieved.

As important as a well-functioning court system is, “Smart Policing”—evidence-based and data-driven law enforcement efforts that allow agencies to maximize their resources and more efficiently target emerging and chronic crime problems, hopefully preventing crimes before they occur and ultimately lessening the burden on the courts and the justice system overall.

As our economy shows signs of recovery, it is essential that we not allow this progress to be thwarted by economic crime, including mortgage fraud, financial crimes, fraud, and intellectual property crimes that threaten our economic growth and stability.

In order to lessen the burden on what has been described as an overreliance on incarceration, it is essential that those who have served time can transition back into the community and into crime-free pro-social lives. To do this, we will emphasize smart and effective approaches to offender reentry and will support statewide and local efforts in justice reinvestment, which reduces costly spending on incarceration and reinvests a portion of the savings into other areas of the justice system without sacrificing accountability.

Last, but certainly not least, we must ensure that, in the context of our continued focus on addressing violent crime, children who are exposed to violence are responded to effectively so that these experiences do not risk the futures of these children and do not fuel the cycle of violence.

These priorities and others will be the focus of our efforts during FY 2010, and we invite you as a partner and grantee to join us in our efforts to address these critical issues.

SAA Responsibilities

In each state and territory, the Governor or other Chief Executive Officer designates an agency (State Administering Agency, or SAA) to apply for and administer these funds. The SAA will be responsible for:

- Coordination of JAG funds among state and local justice initiatives.
- Preparation and submission of the state JAG application.
- Administration of JAG funds including establishing funding priorities, distributing funds, monitoring sub-recipients' compliance with all JAG special conditions and provisions, and providing ongoing assistance to sub-recipients.
- Submitting quarterly financial status (SF-425) and performance metrics reports, annual programmatic reports, and annual sub-grant information.

States are strongly encouraged to use JAG funding to support their existing statewide strategic plan. If such a plan does not now exist, states must develop and undertake a strategic planning process, using a community-based engagement model, in order to guide spending under this and future fiscal year allocations. Training and technical assistance (TTA) is available from BJA's TTA providers to assist states with the development of their strategic planning process and their plan to fund evidence-based projects.

Administrative Funds

An SAA may use up to 10 percent of the state award, including interest, for costs associated with administering JAG funds.

Governing Body Review

No fewer than 30 days prior to application submission, an SAA must make its grant application available for review to the governing body of the state, or to an organization designated by that governing body. **Failure to submit a review narrative including the required governing body notification information may result in the attachment of a withholding special condition at the time of award, preventing the drawdown of funds until the required information is submitted.**

Public Comment

At the time of application submission, an SAA must provide an assurance that the application, or a summary of the application, was made public and an opportunity to comment was provided to citizens and neighborhood or community organizations to the extent the applicable law or established procedure makes such an opportunity available. **Failure to submit a review narrative including the required public comment information may result in the attachment of a withholding special condition at the time of award, preventing the drawdown of funds until the required information is submitted.**

Supplanting

Federal funds must be used to supplement existing funds for program activities and cannot replace or supplant nonfederal funds that have been appropriated for the same purpose. Supplanting is prohibited under JAG.

Length of Awards

Awards are made in the first fiscal year of the appropriation and may be expended during the following 3 years, for a total of 4 years. Extensions beyond this period may be made on a case-by-case basis at the discretion of the Director of BJA and must be requested via the Grants Management System (GMS) no less than 30 days prior to the grant end date.

Passthrough

JAG requires that states pass through a predetermined percentage (variable pass-through) of funds to units of local government, such as a city, county, township, or town. Calculated by BJS, this percentage is established by assessing the total criminal justice expenditures by the state and units of local government. If an SAA believes its assessment is incorrect, the SAA may appeal the percentage by providing alternate, verifiable data to BJA. Updated pass-through percentages, which are applicable for FY 2010, can be found at: www.ojp.usdoj.gov/BJA/grant/jag10/10JAGvpt.pdf.

In addition to the pre-determined pass-through percentage, states must also distribute or "pass-through" funds from the "less than \$10,000 jurisdictions" which have been added to the state's award. These less-than \$10,000 funds must be awarded by the state to state police departments that provide criminal justice services to units of local government and units of local government whose allocation is less than \$10,000.

- ★ If an SAA wishes to fund a project that will be administered by the state but be counted as variable pass-through for JAG purposes, it may do so if the project will directly benefit a unit(s) of local government, and if each local jurisdiction to benefit voluntarily signs a waiver. This waiver must certify that the local jurisdiction: recognizes that the funds in question are set aside for local government use, believes that the proposed project will provide a direct local benefit, and agrees that funding the project at the state level is in the best interests of the unit of local government.

Trust Fund

SAs may draw down JAG funds in advance. To do so, a trust fund must be established in which to deposit the funds. The trust fund may or may not be an interest-bearing account. If subrecipients draw down JAG funds in advance, they also must establish a trust fund in which to deposit funds.

Prohibited Uses

No JAG funds may be expended outside of JAG purpose areas. Even within these purpose areas, however, JAG funds cannot be used directly or indirectly for security enhancements or equipment for nongovernmental entities not engaged in criminal justice or public safety. Nor may JAG funds be used directly or indirectly to provide for any of the following matters unless BJA certifies that extraordinary and exigent circumstances exist, making them essential to the maintenance of public safety and good order:

- Vehicles (excluding police cruisers), vessels (excluding police boats), or aircraft (excluding police helicopters).
- Luxury items.
- Real estate.
- Construction projects (other than penal or correctional institutions).
- Any similar matters.

Reporting Requirements

Once an award is accepted, SAAs must submit quarterly financial status (SF-425) and annual performance reports through GMS (<https://grants.ojp.usdoj.gov>).

To assist in fulfilling the Department's responsibilities under the Government Performance and Results Act of 1993 (GPRA), P.L. 103-62, applicants who receive funding under this solicitation must provide data that measures the results of their work. Additionally, applicants must discuss in their application their methods for collecting data for performance measures. Please refer to "What An Application Must Include" (below), for additional information on applicant responsibilities for collecting and reporting data. **Quarterly performance metrics reports must be submitted through BJA's Performance Measurement Tool (PMT) web site: www.bjaperformancetools.org.**

Budget Information

Match Requirement

While ~~match is not required~~ under the JAG Program, match is an effective strategy for states and units of local government to expand justice funds and build buy-in for local criminal justice initiatives.

How to Apply

Applications will be submitted through OJP's Grants Management System (GMS). GMS is a web-based, data-driven computer application that provides cradle to grave support for the application, award, and management of grants at OJP. Applicants should begin the process immediately to meet the GMS registration deadline, especially if this is the first time they have used the system. Complete instructions on how to register and submit an application in GMS can be found at www.ojp.usdoj.gov/gmscbt/. If you experience technical difficulties at any point during this process, please email the GMS.HelpDesk@usdoj.gov or call 1-888-549-9901 (option 3), Monday-Friday from 6:00 a.m.–12 midnight eastern time, except federal holidays. The Office of Justice Programs highly recommends starting the registration process as early as possible to prevent delays in the application submission by the specified deadline.

All applicants are required to complete the following six steps, before an application can be submitted through GMS:

1. **Acquire a DUNS (Data Universal Numbering System) Number.** A DUNS number is required to submit an application in GMS. The Office of Management and Budget requires that all businesses and nonprofit applicants for Federal funds include a DUNS number in their application for a new award or renewal of an existing award. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of entities receiving Federal funds. The identifier is used for tracking purposes and to validate address and point of contact information for federal assistance applicants, recipients, and sub-recipients. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, one-time activity. Obtain a DUNS number by calling 1-866-705-5711 or by applying online at <http://www.dunandbradstreet.com>. Individuals are exempt from this requirement.
2. **Acquire or Renew Registration with the Central Contractor Registration (CCR) Database.** CCR registration is required to receive funding. OJP requires that all applicants (other than individuals) for federal financial assistance maintain current registrations in the

CCR database. The CCR database is the repository for standard information about federal financial assistance applicants, recipients, and sub-recipients. Organizations that have previously submitted applications via Grants.gov are already registered with CCR, as it is a requirement for Grants.gov registration. If you have previously registered with CCR, your registration must be updated or renewed at least once per year to maintain an active status. Information about CCR registration procedures can be accessed at www.ccr.gov.

3. **Acquire a GMS Username and Password.** If you are a new user, please create a GMS profile by selecting the first time user link under the sign-in box of the GMS home page. For more information on how to register in GMS, go to www.ojp.usdoj.gov/qmscb/.
4. **Search for the Funding Opportunity on GMS.** After you log in to GMS or complete your GMS profile for your username and password, go to the Funding Opportunities link on the left hand side of the page. Please select BJA and the Edward Byrne Memorial Justice Assistance Grant (JAG) Program—State Solicitation.
5. **Select the Apply Online Button Associated with the Solicitation Title.** The search results from step 4 will display the solicitation title along with the Registration and Application Deadlines for this funding opportunity. Please select the Apply Online button in the Action Column to create an application in the system.
6. **Submit an Application Consistent with this Solicitation by Following the Directions in GMS.** Once the application is completed and submitted, GMS will display a confirmation screen stating your submission was successful. **Important:** You are urged to submit your application at least 72 hours prior to the application deadline.

Note: OJP's Grants Management System (GMS) does not accept executable file types as application attachments. These disallowed file types include, but are not limited to, the following extensions: ".com," ".bat," ".exe," ".vbs," ".cfg," ".dat," ".db," ".dbf," ".dll," ".ini," ".log," ".ora," ".sys," and ".zip."

Experiencing Unforeseen GMS Technical Issues

If you experience unforeseen GMS technical issues beyond your control which prevent you from submitting your application by the deadline, you should immediately contact the GMS Help Desk at 1-888-549-9901, option 3 to report the difficulties and obtain a GMS Help Desk Tracking number. Additionally, **within 24 hours after the deadline** you must contact BJA staff and request approval to submit your application. At that time, BJA staff will require you to email the complete grant application, your DUNS number, and provide a GMS Help Desk tracking number(s). After the program office reviews all of the information submitted, and validates with the GMS Helpdesk the technical issues you reported, OJP will contact you to either approve or deny your request to submit a late application. If the technical issues you reported cannot be validated, your late application will not be accepted.

The following conditions are not valid reasons to permit late submissions: (1) failure to begin the registration process and apply for a DUNS number and/or complete the CCR registration in sufficient time; (2) failure to follow GMS instructions on how to register and apply as posted on its website; (3) failure to follow all of the instructions in the OJP solicitation; and (4) technical issues experienced with the applicant's computer or information technology (IT) environment.

Notifications regarding known technical problems with GMS are posted on the OJP funding web page, www.ojp.usdoj.gov/funding/solicitations.htm.

What an Application Must Include

This section describes what an application is expected to include and sets out a number of elements. Applicants should anticipate that failure to submit an application that contains all of the specified elements may negatively affect the review of the application and, should a decision nevertheless be made to make an award, may result in the inclusion of special conditions that preclude access to or use of award funds pending satisfaction of the conditions.

OJP strongly recommends use of appropriately descriptive file names (e.g., "Program Narrative," "Budget and Budget Narrative," "Memoranda of Understanding," etc.) for all attachments.

Standard Form 424

Please see www07.grants.gov/assets/SF424Instructions.pdf for instructions on how to complete your SF-424.

Program Narrative (Attachment 1)

Applicants **must** submit a program narrative that:

(1) Identifies the state's strategy/funding priorities for the FY 2010 JAG funds, the sub-grant award process and timeline, and a description of the programs to be funded over the 4-year grant period. States are strongly encouraged to prioritize the funding on evidence-based projects.

(2) Describes the state's strategic planning process that guides its priorities and funding strategy. This should include a description of how local communities are engaged in the planning process and the data and analysis utilized to support the plan; it should identify the gaps in the state's needed resources for criminal justice purposes, and how JAG funds will be coordinated with state and related justice funds. If such a strategic planning process does not now exist, the narrative should describe the state's plan and timeline for developing such a process.

(3) Describes any additional strategic planning/coordination efforts in which the SAA participates with other criminal justice criminal/juvenile justice agencies in the state.

(4) Describes the state's plan for collecting and submitting performance measurement data required by BJA, including required sub-grantee performance measurement data.

*** Failure to submit an appropriate program narrative may result in the attachment of a withholding special condition at the time of award, preventing the drawdown of funds until the required information is submitted.**

Budget and Budget Narrative (Attachment 2)

Applicants **must** submit a budget and budget narrative outlining how JAG funds, including administrative funds if applicable, will be used to support and implement the program. This narrative should include a full breakdown of administrative costs, as well as an overview of how funds will be allocated across approved JAG purpose areas. Applicants should utilize the following approved budget categories to label the requested expenditures: Personnel, Fringe Benefits, Travel, Equipment, Supplies, Consultants/Contracts, and an Other category. For

informational purposes only, a sample budget form may be found at www.ojp.usdoj.gov/funding/forms/budget_detail.pdf. **Failure to submit an appropriate budget and budget narrative may result in the attachment of a withholding special condition at the time of award, preventing the drawdown of funds until the required information is submitted.**

Review Narrative (Attachment 3)

SAs must submit information documenting that the date the JAG application was made available for review to the governing body of the state, or to an organization designated by that governing body, was not less than 30 days before the application was submitted to BJA. The attachment must also specify that an opportunity to comment was provided to citizens to the extent applicable law or established procedures make such opportunity available. Failure to submit an appropriate review narrative may result in the attachment of a withholding special condition at the time of award, preventing the drawdown of funds until the required information is submitted.

Abstract (Attachment 4)

Applicants are requested to provide an abstract that includes the applicant's name, title of the project, goals of the project, and a description of the strategies to be used. The abstract must not exceed a half-page, or 400-500 words.

Review Process

OJP is committed to ensuring a fair and open process for awarding grants. The Bureau of Justice Assistance reviews the application to make sure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with the solicitation.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final grant award decisions will be made by the Assistant Attorney General (AAG).

Additional Requirements

Applicants selected for awards must agree to comply with additional legal requirements upon acceptance of an award. We strongly encourage you to review the information pertaining to these additional requirements prior to submitting your application. Additional information for each can be found at www.ojp.usdoj.gov/funding/other_requirements.htm.

- Civil Rights Compliance
- Faith-Based and Other Community Organizations
- Confidentiality and Human Subjects Protection (if applicable)
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA) (if applicable)

- DOJ Information Technology Standards (if applicable)
- Single Point of Contact Review
- Nonsupplanting of State or Local Funds
- Criminal Penalty for False Statements
- Compliance with Office of Justice Programs Financial Guide
- Suspension or Termination of Funding
- Nonprofit Organizations
- For-Profit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property
- Federal Funding Accountability and Transparency Act (FFATA) of 2006
- Awards in excess of \$5,000,000 – federal taxes certification requirement

2010 FLORIDA JAG ALLOCATIONS

Listed below are all jurisdictions in the state that are eligible for a 2010 JAG grant award, as determined by the JAG formula. If your jurisdiction is listed with another city or county government in a shaded area, you are in a funding disparity. In this case, the units of local government must develop a Memorandum of Understanding (MOU) and apply for an award with a single, joint application.

Finding your jurisdiction:

- (1) Disparate jurisdictions are listed in shaded groups below, in alphabetic order by county.
- (2) Eligible single jurisdictions are listed alphabetically below the shaded, disparate groupings.

State	Jurisdiction Name	Government Type	Formula-based Individual Amounts (')	Joint Application (Disparate) Award Amounts
FL	BROWARD COUNTY	County	\$43,539	
FL	CORAL SPRINGS CITY	Municipal	\$29,058	
FL	DANIA BEACH CITY	Municipal	\$26,971	
FL	DAVIE TOWN	Municipal	\$32,911	
FL	DEERFIELD BEACH CITY	Municipal	\$50,891	
FL	FORT LAUDERDALE CITY	Municipal	\$155,211	
FL	HALLANDALE BEACH CITY	Municipal	\$40,039	
FL	HOLLYWOOD CITY	Municipal	\$75,936	
FL	LAUDERDALE LAKES CITY	Municipal	\$40,167	
FL	LAUDERHILL CITY	Municipal	\$62,290	
FL	MARGATE CITY	Municipal	\$19,618	
FL	MIRAMAR CITY	Municipal	\$54,584	
FL	NORTH LAUDERDALE CITY	Municipal	\$29,186	
FL	OAKLAND PARK CITY	Municipal	\$45,272	
FL	PEMBROKE PINES CITY	Municipal	\$37,021	
FL	PLANTATION CITY	Municipal	\$29,700	
FL	POMPANO BEACH CITY	Municipal	\$124,740	
FL	SUNRISE CITY	Municipal	\$40,777	
FL	TAMARAC CITY	Municipal	\$21,416	\$959,327
FL	LEON COUNTY	County	\$37,888	
FL	TALLAHASSEE CITY	Municipal	\$171,329	\$209,217
FL	PINELLAS COUNTY	County	\$123,135	
FL	ST PETERSBURG CITY	Municipal	\$351,616	\$474,751
FL	ST LUCIE COUNTY	County	\$31,562	
FL	FORT PIERCE CITY	Municipal	\$78,183	\$109,745
FL	TAYLOR COUNTY	County	*	
FL	PERRY CITY	Municipal	\$16,118	\$16,118
FL	ALACHUA COUNTY	County	\$95,265	
FL	ALTAMONTE SPRINGS CITY	Municipal	\$19,843	
FL	APOPKA CITY	Municipal	\$35,415	
FL	BARTOW CITY	Municipal	\$16,793	

FL	BAY COUNTY	County	\$39,461
FL	BELLE GLADE CITY	Municipal	\$34,998
FL	BOCA RATON CITY	Municipal	\$21,962
FL	BOYNTON BEACH CITY	Municipal	\$67,395
FL	BRADENTON CITY	Municipal	\$45,690
FL	BREVARD COUNTY	County	\$109,746
FL	CAPE CORAL CITY	Municipal	\$37,599
FL	CASSELBERRY CITY	Municipal	\$14,513
FL	CHARLOTTE COUNTY	County	\$57,024
FL	CITRUS COUNTY	County	\$38,851
FL	CLAY COUNTY	County	\$74,844
FL	CLEARWATER CITY	Municipal	\$87,366
FL	CLERMONT CITY	Municipal	\$12,169
FL	COCOA BEACH CITY	Municipal	\$12,041
FL	COCOA CITY	Municipal	\$43,828
FL	COLLIER COUNTY	County	\$119,282
FL	COLUMBIA COUNTY	County	\$22,765
FL	CORAL GABLES CITY	Municipal	\$11,752
FL	DAYTONA BEACH CITY	Municipal	\$94,847
FL	DE LAND CITY	Municipal	\$19,425
FL	DE SOTO COUNTY	County	\$17,178
FL	DELRAY BEACH CITY	Municipal	\$66,560
FL	DORAL CITY	Municipal	\$13,710
FL	DUNEDIN CITY	Municipal	\$12,008
FL	ESCAMBIA COUNTY	County	\$198,300
FL	FLAGLER COUNTY	County	\$19,169
FL	FLORIDA CITY	Municipal	\$25,654
FL	FORT MYERS CITY	Municipal	\$85,247
FL	FORT WALTON BEACH CITY	Municipal	\$10,820
FL	GADSDEN COUNTY	County	\$29,411
FL	GAINESVILLE CITY	Municipal	\$104,608
FL	GREENACRES CITY	Municipal	\$25,687
FL	HAINES CITY	Municipal	\$10,403
FL	HENDRY COUNTY	County	\$24,434
FL	HERNANDO COUNTY	County	\$59,143
FL	HIALEAH CITY	Municipal	\$118,351
FL	HIGHLANDS COUNTY	County	\$16,953
FL	HILLSBOROUGH COUNTY	County	\$471,123
FL	HOLLY HILL CITY	Municipal	\$11,719
FL	HOMESTEAD CITY	Municipal	\$89,229
FL	INDIAN RIVER COUNTY	County	\$31,145
FL	JACKSON COUNTY	County	\$19,875
FL	JACKSONVILLE BEACH CITY	Municipal	\$17,210
FL	JACKSONVILLE CITY	Municipal	\$733,382
FL	JEFFERSON COUNTY	County	\$12,137
FL	JUPITER TOWN	Municipal	\$18,237
FL	KEY WEST CITY	Municipal	\$19,265
FL	KISSIMMEE CITY	Municipal	\$52,433
FL	LAKE CITY	Municipal	\$18,559
FL	LAKE COUNTY	County	\$83,545
FL	LAKE PARK TOWN	Municipal	\$10,114
FL	LAKE WORTH CITY	Municipal	\$56,157
FL	LAKELAND CITY	Municipal	\$55,258
FL	LARGO CITY	Municipal	\$49,960

FL	LEE COUNTY	County	\$175,920
FL	LEESBURG CITY	Municipal	\$27,388
FL	LEVY COUNTY	County	\$16,022
FL	LYNN HAVEN CITY	Municipal	\$11,719
FL	MADISON COUNTY	County	\$12,297
FL	MANATEE COUNTY	County	\$214,611
FL	MARION COUNTY	County	\$144,262
FL	MARTIN COUNTY	County	\$44,983
FL	MELBOURNE CITY	Municipal	\$84,765
FL	MIAMI BEACH CITY	Municipal	\$102,008
FL	MIAMI CITY	Municipal	\$570,208
FL	MIAMI GARDENS CITY	Municipal	\$182,567
FL	MIAMI-DADE COUNTY	County	\$847,976
FL	MONROE COUNTY	County	\$21,898
FL	MOUNT DORA CITY	Municipal	\$10,339
FL	NASSAU COUNTY	County	\$80,688
FL	NEW PORT RICHEY CITY	Municipal	\$18,013
FL	NEW SMYRNA BEACH CITY	Municipal	\$12,362
FL	NORTH MIAMI BEACH CITY	Municipal	\$40,809
FL	NORTH MIAMI CITY	Municipal	\$68,936
FL	NORTH PORT CITY	Municipal	\$13,036
FL	OCALA CITY	Municipal	\$62,643
FL	OCOE CITY	Municipal	\$18,109
FL	OKALOOSA COUNTY	County	\$43,828
FL	OKEECHOBEE COUNTY	County	\$23,664
FL	OPA-LOCKA CITY	Municipal	\$45,112
FL	ORANGE COUNTY	County	\$686,568
FL	ORLANDO CITY	Municipal	\$398,077
FL	ORMOND BEACH CITY	Municipal	\$11,398
FL	OSCEOLA COUNTY	County	\$78,248
FL	PAHOKEE CITY	Municipal	\$12,522
FL	PALATKA CITY	Municipal	\$17,274
FL	PALM BAY CITY	Municipal	\$56,414
FL	PALM BEACH COUNTY	County	\$287,336
FL	PALM BEACH GARDENS CITY	Municipal	\$12,105
FL	PALM SPRINGS VILLAGE	Municipal	\$10,499
FL	PALMETTO CITY	Municipal	\$27,613
FL	PANAMA CITY	Municipal	\$38,305
FL	PASCO COUNTY	County	\$143,877
FL	PENSACOLA CITY	Municipal	\$48,002
FL	PINELLAS PARK CITY	Municipal	\$28,095
FL	PLANT CITY	Municipal	\$27,517
FL	POLK COUNTY	County	\$156,431
FL	PORT ST LUCIE CITY	Municipal	\$36,860
FL	PUTNAM COUNTY	County	\$56,928
FL	RIVIERA BEACH CITY	Municipal	\$75,197
FL	ROYAL PALM BEACH VILLAGE	Municipal	\$12,618
FL	SANFORD CITY	Municipal	\$28,929
FL	SANTA ROSA COUNTY	County	\$27,677
FL	SARASOTA CITY	Municipal	\$55,708
FL	SARASOTA COUNTY	County	\$72,179
FL	SEMINOLE COUNTY	County	\$62,739
FL	ST AUGUSTINE CITY	Municipal	\$12,362
FL	ST CLOUD CITY	Municipal	\$17,531

FL	ST JOHNS COUNTY	County	\$51,855
FL	SUMTER COUNTY	County	\$13,678
FL	SUWANNEE COUNTY	County	\$13,806
FL	TAMPA CITY	Municipal	\$333,571
FL	TARPON SPRINGS CITY	Municipal	\$20,710
FL	TEMPLE TERRACE CITY	Municipal	\$12,426
FL	TITUSVILLE CITY	Municipal	\$34,452
FL	VOLUSIA COUNTY	County	\$93,531
FL	WALTON COUNTY	County	\$11,880
FL	WELLINGTON VILLAGE	Municipal	\$16,439
FL	WEST PALM BEACH CITY	Municipal	\$105,925
FL	WINTER GARDEN CITY	Municipal	\$24,948
FL	WINTER HAVEN CITY	Municipal	\$23,471
FL	WINTER PARK CITY	Municipal	\$10,917

Local total	\$11,649,797
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State award	\$19,268,732
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Grand total for Florida	\$30,918,529
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* Counties that have an asterisk (*) under the "Formula-Based Individual Amounts" column did not submit the level of violent crime data to qualify for a direct award from BJA, but are in the disparate grouping indicated by the shaded area. The JAG legislation requires these counties to remain a partner with the local jurisdictions receiving funds and must be a signatory on the required Memorandum of Understanding (MOU). A sample MOU is provided online at: <http://www.ojp.usdoj.gov/BJA/grant/jag10/10JAGMOU.pdf>.

¹Formula-Based Individual Amounts - Disparate jurisdictions do not need to abide by the listed individual amounts which are provided for information only. Jurisdictions in a funding disparity are responsible for determining individual allocations within the Joint Application Award Amount and for documenting individual allocations in the MOU. Additional JAG Frequently Asked Questions can be found on the BJA JAG web page at: <http://www.ojp.usdoj.gov/BJA/grant/jag.html>.

Beverly Minnix

From: Harris, Stefanie [Stefanie.Harris@usdoj.gov]
Sent: Thursday, June 16, 2011 2:18 PM
To: Beverly Minnix
Subject: RE: 2010-DJ-BX-1407

Hi Beverly,

Using these funds for the in-car video recording system, laptops, and installation/IT setup is allowable. I would approve a formal change of scope request for this.

Once you have approval from the commission to make this change, please submit a Change Project Scope GAN in GMS (altering programmatic activities category). Attach a revised budget for these new items, and ensure the total is for the full grant award (the below sounds more like an estimate, so try to include more info if you have it).

If you have any questions. Please let me know.

Stefanie

From: Beverly Minnix [mailto:bminnix@palmettopolice.com]
Sent: Thursday, June 16, 2011 2:07 PM
To: Harris, Stefanie
Subject: RE: 2010-DJ-BX-1407

OK, here we go. Before I lay out the generalities of the request, I would like to explain our time line and see if it is feasible and achievable.

1. We would like to request a change in purpose and scope to you for your advice/opinion as to whether or not it could be approved.
2. We have to have our Commission approve our change as well and this would have to be submitted to them by July 12, 2011.
3. Once they approve, we would then bring our formal request to you for submission and approval.

Do you see any problem with the outline listed above?

Now here is the generality of the request. We cannot submit it formally until we have approval from our City Commission to do so.

We were awarded \$27,613 on the above referenced grant which we requested be used for radio encryption keys to allow our agency to communicate with other agencies in our immediate area. Our efforts to get this project implemented have been problematic and plagued with delays. This initiative is one that is important to our agency but the problems and delays have been frustrating and we feel this is not good stewardship of the grant funds. We are wanting to redirect the grant funds as follows:

1. One in-car video recording system with set up software: \$6,000.00
2. Three "rugged tough book" laptops with in car docking stations \$16,500.00
3. Installation & IT set-up \$5,000.00

We do not intend to totally abandon our radio encryption initiative. . . we will wait for problems to be resolved and seek funding at a later date. We also will be completing a grant application for 2010 that has be set in the amount of \$21,925 that will purchase additional rugged tough book laptops Mobile CAD licenses. This will afford Sergeants (shift supervisors) great flexibility to approve and route squad reports while in their vehicles, monitor squad activity while still being out in the field.

Okay, so what do you think. This the generality of what we need to do. I look forward to hearing from you. If I can answer any question or if you need clarification, please let me know. I will not be in the office tomorrow and am only in the office next Monday and Tuesday.

Regards

Bev Minnix
941-721-2000 ext #6105

From: Harris, Stefanie [mailto:Stefanie.Harris@usdoj.gov]
Sent: Tuesday, June 14, 2011 4:44 PM
To: Beverly Minnix
Subject: RE: 2010-DJ-BX-1407

Cool. Sounds good.

From: Beverly Minnix [mailto:bminnix@palmettopolice.com]
Sent: Tuesday, June 14, 2011 4:40 PM
To: Harris, Stefanie
Subject: RE: 2010-DJ-BX-1407

Great. . .I should have that ready by end of day on Thursday, Our Admin. Lieutenant is out of office until Thursday.

Sure appreciate your assistance.

Bev

From: Harris, Stefanie [mailto:Stefanie.Harris@usdoj.gov]
Sent: Tuesday, June 14, 2011 4:16 PM
To: Beverly Minnix
Subject: RE: 2010-DJ-BX-1407

You stated it related to the purpose, so I assume a change in scope. If it's a minor budget change, please email me beforehand. A formal GAN may not be necessary.

From: Beverly Minnix [mailto:bminnix@palmettopolice.com]
Sent: Tuesday, June 14, 2011 4:11 PM
To: Harris, Stefanie
Subject: RE: 2010-DJ-BX-1407

And the GAN gets submitted thru GMS, correct??

From: Harris, Stefanie [mailto:Stefanie.Harris@usdoj.gov]
Sent: Tuesday, June 14, 2011 4:12 PM
To: Beverly Minnix
Subject: RE: 2010-DJ-BX-1407

Hi Beverly,

Typically emails sent through GMS go to an unmonitored account – feel free to email me directly.