



ROBERT BENTLEY
GOVERNOR

JIM BYARD, JR.
DIRECTOR

STATE OF ALABAMA

April 29, 2013

The Honorable Jack Williams
Alabama House of Representatives
ADECA Legislative Oversight Committee
11 South Union Street, Room 534-C
Montgomery, Alabama 36130

Dear Representative Williams:

Enclosed for your review, per Federal guidelines, is the Alabama Department of Economic and Community Affairs (ADECA) Law Enforcement and Traffic Safety Division (LE&TS Division) request for grant funds under the FY2013 Edward J. Byrne Memorial Justice Assistance Grant (JAG) Program. The Byrne JAG Program grant funds are authorized pursuant to 42 United States Code Section 3750.

This law requires a review of the State of Alabama's JAG Program grant application by the State Legislature or its designated body (the ADECA Legislative Oversight Committee). Following such review, the State (by and through the ADECA/LETS Division) must certify that such review has occurred pursuant to the JAG Program grant application requirement at "Certified Assurances Number 3."

Alabama and the ADECA LETS Division are making an impact on violent crime and illegal drug use through the expenditure of the JAG Program grant funds. The State Legislature's support of the continuance of the State's receipt of the JAG Program grant funds is appreciated.

Should you have questions concerning this matter, or if the ADECA LE&TS Division staff members can be of assistance, please call on us.

Sincerely,


for Jim Byard, Jr.
Director
JB / RR



Edward Byrne Justice Assistance Grant (JAG) Program Fact Sheet

JAG Overview: The Edward Byrne Memorial Justice Assistance Grant (JAG) Program was created as part of the Consolidated Appropriations Act of 2005, which merged the discretionary Edward Byrne Memorial Grant Program with the formula-based Local Law Enforcement Block Grant (LLEBG) program. The JAG Program, administered by the Bureau of Justice Assistance (BJA), is the leading source of federal justice funding to state and local jurisdictions. The JAG Program provides states, tribes, and local governments with critical funding necessary to support a range of program areas including law enforcement, prosecution and court, prevention and education, corrections and community corrections, drug treatment and enforcement, planning, evaluation, and technology improvement, and crime victim and witness initiatives.

Since JAG's inception, BJA has processed over 13,000 local and over 400 state applications totaling more than \$5 billion in JAG funding (approximately \$3 billion to states and territories and \$1.8 billion to local units of government).

In Fiscal Year (FY) 2012, BJA processed 1,128 local and 56 state applications totaling more than \$287 million in JAG funding (approximately \$193.8 million to states and territories and \$93.6 million to local units of government.)

The Sex Offender Registration and Notification Act (SORNA), Title I of the Adam Walsh Child Protection and Safety Act of 2006, required that the 50 states, District of Columbia (DC), 5 principal territories, and some federally recognized tribes substantially implement SORNA by July 27, 2009. Two full-year deadline extensions have been provided, and a final statutory deadline of July 27, 2011 was established.

SORNA mandates a 10 percent reduction in JAG funding if a state, territory, or DC failed to substantially implement SORNA by the July 27, 2011 deadline. For those jurisdictions, that penalty was first applied in FY 2012 and will continue to be applied in each subsequent year until the JAG funding recipient has substantially implemented SORNA. While the penalty may impact states, the territories, and DC, the 10 percent penalty will not be applied to the portion of the JAG award that is reserved for local or tribal jurisdictions.

For additional information regarding the SORNA penalty, including implementation requirements and a list of states/territories that will be impacted in FY 2013 by the 10 percent penalty, contact the Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking (SMART) Policy Advisor assigned to assist your jurisdiction: [Policy Advisor Contacts by Jurisdiction](#).

Legislation: **Public Law 109-162**, Title XI—Department of Justice Reauthorization, Subtitle B—Improving the Department of Justice's Grant Programs, Chapter 1—Assisting Law Enforcement and Criminal Justice Agencies, Sec. 1111 Merger of Byrne Grant Program and Local Law Enforcement Block Grant Program.

JAG 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. For additional details regarding the JAG formula and award calculation process, with examples, please click here: [JAG Technical Report](#).



The U.S. Department of Justice (DOJ), Office of Justice Programs' (OJP) Bureau of Justice Assistance (BJA) 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 2013 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.bja.gov/Funding/13JAGStateAllocations.pdf.

Deadline

Applicants must register in OJP's Grants Management System (GMS) prior to submitting application for this funding opportunity. Select the "Apply Online" button associated with the solicitation title. See the "How To Apply" section on page 18 for more details. All registrations and applications are due by 8:00 p.m. eastern time on May 30, 2013. (See "Deadlines: Registration and Application," page 3.)

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 any other requirement of this solicitation, contact the BJA Justice Information Center at 1-877-927-5657, via e-mail to JIC@telesishq.com, or by [live web chat](#). The BJA Justice Information Center hours of operation are 8:30 a.m. to 5:00 p.m. eastern time, and 8:30 a.m. to 8:00 p.m. eastern time, Monday through Friday, on the solicitation close date. You may also contact your State Policy Advisor.

Funding opportunity number assigned to announcement: BJA-2013-3600

Release date: April 15, 2013

Eligibility and Program Guidance: All 56 states and territories are eligible, as well as units of local government identified annually in the JAG allocation charts. BJA posts annual JAG program solicitations (program guidance) and allocation charts to its [JAG webpage](#); which also contains a direct link to [JAG Frequently Asked Questions](#) , which are updated regularly.

How/When to Apply: All applications must be submitted via the Office of Justice Programs (OJP) [Grants Management System \(GMS\)](#). Once available, FY 2013 State and Local JAG solicitations and allocations can be found on the [JAG webpage](#).

Award Length: JAG awards are four years in length; extensions are at the discretion of BJA's Director.

Match Requirement: Match is not required.

Reporting Requirements: JAG recipients are required to submit quarterly performance metrics reports, quarterly Federal Financial Reports (SF-425s), quarterly performance reports, and an annual programmatic performance report. Detailed reporting information can be found here: [JAG Reporting Requirements](#).

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

Applicants must register in [OJP's Grants Management System](#) (GMS) prior to submitting an application for this funding opportunity. The deadline to register in GMS and the deadline to apply for funding under this announcement is 8:00 p.m. eastern time on May 30, 2013. See "How To Apply" on page 18 for details.

Eligibility

Refer to the title page for eligibility under this program.

Program-Specific Information

Program Areas

JAG funds may be used for state and local initiatives, technical assistance, strategic planning, research and evaluation (including forensics), data collection, training, personnel, equipment, forensic laboratories, 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).

State Planning Process: States and territories are strongly encouraged to use JAG funding in support of their existing statewide strategic plan. If available, applicants should attach a current version of their state's strategic plan to this application. If such a plan does not now exist, states/territories should develop and undertake a strategic planning process, using a community

engagement model, in order to guide spending under this and future fiscal year allocations. Statewide strategic plans should describe the state's strategic planning process that guides its priorities and funding strategy and 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 also identify the stakeholders currently participating in the strategic planning process, 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.

The Department is in the process of assessing the extent to which states are engaged in strategic planning in making allocation decisions about JAG funds, and the extent to which the recommendation that these efforts include all criminal justice stakeholders, including indigent defense, are being followed to ensure fairness in the criminal justice system. If such a strategic plan or planning process does not currently exist, the narrative should describe the state's plan and timeline for developing such a process. 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.

BJA partners with the National Criminal Justice Association (NCJA) to assist State Administering Agencies (SAAs) in strategically investing their JAG funding. With NCJA, BJA has been working with SAAs and the State Analytical Centers (SACs), their research and data analysis partners, to engage in strategic planning to assess needs based upon data, develop priorities, and invest in strategies that are research or evidence-based and address their priority needs. To ensure that the impact of JAG funding decisions is considered across the entire criminal justice system, BJA is redoubling our efforts to encourage state and local jurisdictions to bring **all** system stakeholders together in the strategic planning process. BJA's recommended guidelines are that at a minimum, the strategic planning process includes law enforcement, courts, prosecutors, indigent defense providers, victim advocates, and corrections officials. BJA will continue to provide valuable technical assistance in 2013 through NCJA for comprehensive criminal justice planning that includes bringing all criminal justice stakeholders to the table to develop innovative strategies to improve the fair administration of justice. For more information, see the [National Center for Justice Planning web site](#).

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

- Preparing and submitting the state JAG application.
- Passing through a pre-determined percentage of funds to local jurisdictions as well as administering the pass-through of funds from "less than \$10,000 jurisdictions" to the state police and/or jurisdictions that were not eligible for a direct award (see Pass-through section on page 7). Administering JAG funds including: establishing funding priorities, distributing funds, ensuring subgrantees are aware of and in compliance with all programmatic and financial rules through the usage of special conditions and subgrantee monitoring, and complying with all reporting requirements as described in the Reporting Requirements section below.

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. **See Review Narrative section on page 16 for additional information.**

Public Comment: At the time of application submission, an SAA must provide an assurance that 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. **See Review Narrative section on page 16 for additional information.**

Prohibited Uses: No JAG funds may be expended outside of JAG program areas. Even within these program 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. Additionally, **JAG funds may not be used directly or indirectly to provide for any of the following matters unless the BJA Director certifies that extraordinary and exigent circumstances exist;** making them essential to the maintenance of public safety and good order:

- *Vehicles, vessels, or aircraft.
- **Unmanned aerial vehicles/unmanned aircraft, aircraft system, or aerial vehicles (UA/UAS/UAV).
- Luxury items.
- Real estate.
- Construction projects (other than penal or correctional institutions).
- Any similar matters.

***Police cruisers, police boats, and police helicopters are allowable vehicles under JAG and do not require BJA certification.**

****Unmanned Aircraft, Aircraft System, or Aerial Vehicles (UA/UAS/UAV):** No JAG funds may be expended on these items unless the BJA Director certifies that extraordinary and exigent circumstances exist, making them essential to the maintenance of public safety and good order. Also, any grant award using funds for this purpose may be subject to additional reporting criteria, which will be spelled out in a customized special condition attached to the grant award.

For information related to requesting a waiver to obtain BJA certification for any prohibited item, or for examples of allowable vehicles that do not require BJA certification, refer to the JAG FAQs on BJA's [JAG web page](#).

Evidence-Based Programs or Practices

OJP places a strong emphasis on the use of data and evidence in policy making and program development in criminal justice. OJP is committed to:

- improving the quantity and quality of evidence about programs and strategies that are effective in the criminal justice system;
- integrating evidence into program, practice, and policy decisions in the field; and
- improving the translation of evidence into practice.

OJP considers programs and practices to be evidence-based when their effectiveness has been demonstrated by causal evidence, generally obtained through one or more outcome evaluations. Causal evidence documents a relationship between an activity or intervention

(including technology) and its intended outcome, including measuring the direction and size of a change, and the extent to which a change may be attributed to the activity or intervention. Causal evidence depends on the use of scientific methods to rule out, to the extent possible, alternative explanations for the documented change. The strength of causal evidence, based on the factors described above, will influence the degree to which OJP considers a program or practice to be evidence-based.

OJP's CrimeSolutions.gov web site is one resource that applicants may use to find information about evidence-based programs in criminal justice, juvenile justice, and crime victim services. Additionally, when considering evidence-based programs and practices specific to reentry, it is recommended that jurisdictions review the [What Works in Reentry Clearinghouse](#) for important research on the effectiveness of a wide variety of reentry programs and practices. The Clearinghouse provides a one-stop shop for practitioners and service providers seeking guidance on evidence-based reentry interventions.

Amount and Length of Awards

Eligible allocations under JAG are posted annually on BJA's JAG web page: www.bja.gov/ProgramDetails.aspx?Program_ID=59.

Awards are 4 years in length, and award periods will be from October 1, 2012 through September 30, 2016. Extensions beyond this period may be made on a case-by-case basis at the discretion of BJA and must be requested via GMS **no less than 30 days prior to the grant end date**.

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

Budget Information

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. **See the budget narrative description under the "How To Apply" section for more information.**

Formula: Once each fiscal year's overall JAG Program funding level is determined, BJA partners with the Bureau of Justice Statistics (BJS) to begin a four-step grant award calculation process which consists of:

1. Computing an initial JAG allocation for each state and territory, based on their share of violent crime and population (weighted equally).
2. Reviewing the initial JAG allocation amount to determine if the state or territory allocation is less than the minimum ("de minimus") award amount defined in the JAG legislation (0.25 percent of the total). If this is the case, the state or territory is funded at the minimum level, and the funds required for this are deducted from the overall pool of JAG funds. Each of the remaining states receives the minimum award plus an additional amount based on their share of violent crime and population.

3. Dividing each state's final award amount (except for the territories and District of Columbia) between state and local governments at a rate of 60 and 40 percent, respectively.
4. Determining local unit of government award allocations, which are based on their proportion of the state's 3-year violent crime average. If a local eligible award amount is less than \$10,000, the funds are returned to the state to be awarded to these local units of government through the state agency. If the eligible award amount is \$10,000 or more, then the local government is eligible to apply for a JAG award directly from BJA.

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

Supplanting: Supplanting is prohibited under JAG. Applicants cannot replace or supplant non-federal funds that have been appropriated for the same purpose. See the JAG FAQs on BJA's [JAG web page](#) for examples of supplanting.

Leveraging of Grant Funds: Although supplanting is prohibited, the leveraging of federal funding is encouraged. For example, a city may utilize JAG and Homeland Security Grant Program (HSGP) money to fund different portions of a fusion center project. In instances where leveraging occurs, all federal grant funds must be tracked and reported on separately and may not be used to fund the same line items. Additionally, federal funds cannot be used as match for other federal awards.

Pass-through: JAG requires that states pass through a predetermined percentage (variable pass-through)^{1*} 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. Current Variable Pass-through percentages (VPT), which SAAs are required to use in the administration of FY 2013 JAG awards, can be found at: www.bja.gov/Funding/12JAGvpt.pdf

In addition to the predetermined 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.

Trust Fund: SAAs 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. This trust fund requirement does not apply to direct JAG award recipients or subrecipients that draw-down on a reimbursement basis rather than in advance.

¹ 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. See the JAG FAQs on BJA's [JAG web page](#) for an example.

Limitation on Use of Award Funds for Employee Compensation; Waiver: With respect to any award of more than \$250,000 made under this solicitation, recipients may not use federal funds to pay total cash compensation (salary plus cash bonuses) to any employee of the award recipient at a rate that exceeds 110 percent of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. The 2012 salary table for SES employees is available at www.opm.gov/oca/12tables/indexSES.asp. Note: A recipient may compensate an employee at a greater rate, provided the amount in excess of this compensation limitation is paid with non-federal funds. (Any such additional compensation will not be considered matching funds where match requirements apply.)

The Assistant Attorney General (AAG) for OJP may exercise discretion to waive, on an individual basis, the limitation on compensation rates allowable under an award. An applicant requesting a waiver should include a detailed justification in the budget narrative of the application. Unless the applicant submits a waiver request and justification with the application, the applicant should anticipate that OJP will request the applicant to adjust and resubmit the budget.

The justification should include the particular qualifications and expertise of the individual, the uniqueness of the service the individual will provide, the individual's specific knowledge of the program or project being undertaken with award funds, and a statement explaining that the individual's salary is commensurate with the regular and customary rate for an individual with his/her qualifications and expertise, and for the work to be done.

Minimization of Conference Costs: OJP encourages applicants to review the OJP guidance on conference approval, planning, and reporting that is available on the OJP web site at www.ojp.gov/funding/confcost.htm. This guidance sets out the current OJP policy, which requires all funding recipients that propose to hold or sponsor conferences (including meetings, trainings, and other similar events) to minimize costs, requires OJP review and prior written approval of most conference costs for cooperative agreement recipients (and certain costs for grant recipients), and generally prohibits the use of OJP funding to provide food and beverages at conferences. The guidance also sets upper limits on many conference costs, including facility space, audio/visual services, logistical planning services, programmatic planning services, and food and beverages (in the rare cases where food and beverage costs are permitted at all).

Prior review and approval of conference costs can take time (see the guidance for specific deadlines), and applicants should take this into account when submitting proposals. Applicants also should understand that conference cost limits may change and that they should check the guidance for updates before incurring such costs.

Note on food and beverages: OJP may make exceptions to the general prohibition on using OJP funding for food and beverages, but will do so only in rare cases where food and beverages are not otherwise available (e.g., in extremely remote areas); the size of the event and capacity of nearby food and beverage vendors would make it impractical to not provide food and beverages; or a special presentation at a conference requires a plenary address where conference participants have no other time to obtain food and beverages. Any such exception requires OJP's prior written approval. The restriction on food and beverages does not apply to water provided at no cost, but does apply to any and all other refreshments, regardless of the size or nature of the meeting. Additionally, this restriction does not affect direct payment of per diem amounts to individuals in a travel status under your organization's travel policy.

Costs Associated with Language Assistance (if applicable): If an applicant proposes a program or activity that would deliver services or benefits to individuals, the costs of taking reasonable steps to provide meaningful access to those services or benefits for individuals with limited English proficiency may be allowable. Reasonable steps to provide meaningful access to services or benefits may include interpretation or translation services where appropriate.

For additional information, see the "Civil Rights Compliance" section of the OJP "Other Requirements for OJP Applications" web page at www.ojp.usdoj.gov/funding/other_requirements.htm.

Match Requirement: While match is not required under the JAG Program, match is an effective strategy to expand justice funds and build buy-in for local criminal justice initiatives. Matching funds become part of the overall award amount, and as such are subject to audit and must be expended or returned prior to closeout.

Other JAG Requirements

Sex Offender Registration and Notification Act Implementation

The Sex Offender Registration and Notification Act (SORNA), Title I of the Adam Walsh Child Protection and Safety Act of 2006, required that the 50 states, District of Columbia (DC), 5 principal territories, and some federally recognized tribes substantially implement SORNA by July 27, 2009. Two full-year deadline extensions have been provided, and a final statutory deadline of July 27, 2011 was established.

SORNA mandates a 10 percent reduction in JAG funding if a state, territory, or DC failed to substantially implement SORNA by the July 27, 2011 deadline. For those jurisdictions, the penalty was first applied in FY 2012 and will continue to be applied in each subsequent year until the JAG funding recipient has substantially implemented SORNA. Further, jurisdictions that have substantially implemented SORNA have an ongoing obligation to maintain that status each and every year. A Byrne JAG reduction penalty may be applied each year a jurisdiction is deemed non-compliant. While the penalty impact states, the territories, and DC, the 10-percent penalty will not be applied to the portion of the JAG award that is reserved for local or tribal jurisdictions.

For additional information regarding the SORNA penalty, including implementation requirements and a list of states/territories that will be impacted in FY 2013 by the 10-percent penalty, contact the Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking (SMART) Policy Advisor assigned to assist your jurisdiction: [Policy Advisor Contacts by Jurisdiction](#).

Body Armor Certification

- Ballistic-resistant and stab-resistant body armor can be funded through two BJA-administered programs: the JAG Program and the Bulletproof Vest Partnership (BVP) Program.
- The BVP Program is designed to provide a critical resource to state and local law enforcement through the purchase of ballistic-resistant and stab-resistant body armor. A jurisdiction is able to request up to 50 percent of the cost of a vest with BVP funds. For more

information on the BVP Program, including eligibility and application, refer to the [BVP web page](#).

- JAG funds may also be used to purchase vests for an agency, but they may not be used to pay for that portion of the ballistic-resistant vest (50 percent) that is not covered by BVP funds. Unlike BVP, JAG funds used to purchase vests do not require a 50 percent match.
- Vests purchased with JAG funds may be purchased at any threat level, make, or model from any distributor or manufacturer, as long as the vests have been tested and found to comply with the latest applicable National Institute of Justice ballistic or stab standards. In addition, vests purchased must be American-made. Information on the latest National Institute of Justice (NIJ) standards can be found at: www.nij.gov/topics/technology/body-armor/safety-initiative.htm.
- As is the case in BVP, grantees who wish to purchase vests with JAG funds must certify that law enforcement agencies receiving vests have a written "mandatory wear" policy in effect. FAQs related to the mandatory wear policy and certifications can be found at www.bja.gov/Funding/JAGFAQ.pdf. This policy must be in place for at least all uniformed officers before any FY 2013 funding can be used by the agency for vests. There are no requirements regarding the nature of the policy other than it being a mandatory wear policy for all uniformed officers while on duty. The certification **must** be signed by the certifying official and **must** be attached to the application. If the grantee proposes to change project activities to utilize JAG funds to purchase bulletproof vests after the application period (during the project period), the grantee must submit the signed certification to BJA at that time. A mandatory wear concept and issues paper and a model policy are available by contacting the BVP Customer Support Center atvests@usdoj.gov or toll free at 1-877-758-3787.
- A copy of the certification related to the mandatory wear can be found at: www.bja.gov/Funding/13JAGBVPcert.pdf.

Interoperable Communications

- Grantees (including subgrantees) that are using FY 2013 JAG Program funds to support emergency communications activities (including the purchase of interoperable communications equipment and technologies such as voice-over-internet protocol bridging or gateway devices, or equipment to support the build out of wireless broadband networks in the 700 MHz public safety band under the Federal Communications Commission (FCC) Waiver Order) must ensure:
 - Compliance with the [FY2013 SAFECOM Guidance for Emergency Communication Grants](#) (including provisions on technical standards that ensure and enhance interoperable communications).
 - Adherence to the technical standards set forth in the FCC Waiver Order, or any succeeding FCC orders, rules, or regulations pertaining to broadband operations in the 700 MHz public safety band.
 - Projects support the Statewide Communication Interoperability Plan (SCIP) and are fully coordinated with the full-time Statewide Interoperability Coordinator (SWIC) in the state of the project. As the central coordination point for their state's interoperability effort, the SWIC plays a critical role, and can serve as a valuable resource. SWICs are

responsible for the implementation of the SCIP through coordination and collaboration with the emergency response community. The U.S. Department of Homeland Security Office of Emergency Communications maintains a list of SWICs for each of the 56 states and territories. Contact OEC@hq.dhs.gov.

- All communications equipment purchased with grant award funding (plus the quantity purchased of each item) is identified during quarterly performance metrics reporting.

DNA Testing of Evidentiary Materials and Upload of DNA Profiles to a Database

If JAG program funds will be used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System (CODIS, the national DNA database operated by the Federal Bureau of Investigation (FBI)) by a government DNA lab with access to CODIS. No profiles generated with JAG funding may be entered into any other non-governmental DNA database without prior express written approval from BJA. For more information, refer to the NIJ FY 2013 DNA Backlog Reduction Program, available at www.ncjrs.gov/pdffiles1/nij/sl001062.pdf.

In addition, funds may not be used for purchase of DNA equipment and supplies when the resulting DNA profiles from such technology are not accepted for entry into CODIS.

Reporting Requirements, Performance Measures, and JAG Showcase

Award recipients will be required to submit quarterly financial status (SF-425) and annual programmatic reports through GMS, quarterly performance metrics reports (see below) through BJA's Performance Measurement Tool (PMT), and Federal Funding Accountability and Transparency Act (FFATA) reports through the FFATA Sub-award Reporting System (FSRS) as necessary (see FFATA section below).

Performance Measures

To assist the Department in fulfilling its responsibilities under the Government Performance and Results Act of 1993 (GPRA), Public Law 103-62, and the GPRA Modernization Act of 2010, Public Law 111-352, applicants who receive funding under this solicitation must provide data that measures the results of their work done under this solicitation. **Quarterly performance metrics reports must be submitted through BJA's PMT, available at www.bjaperformancetools.org. The performance measures can be found at: www.bjaperformancetools.org/help/JAGMeasuresQuestionnaire.pdf.**

Submission of performance measures data is not required for the application. Instead, applicants should discuss in their application their proposed methods for collecting data for performance measures. Refer to the section "What an Application Should Include" on page 14 for additional information.

Note on Project Evaluations

Applicants that propose to use funds awarded through this solicitation to conduct project evaluations should be aware that certain project evaluations (such as systematic investigations designed to develop or contribute to generalizable knowledge) may constitute "research" for purposes of applicable DOJ human subjects protection regulations. However, project evaluations that are intended only to generate internal improvements to a program or service, or are conducted only to meet OJP's performance measure data reporting requirements likely do

not constitute “research.” Applicants should provide sufficient information for OJP to determine whether the particular project they propose would either intentionally or unintentionally collect and/or use information in such a way that it meets the DOJ regulatory definition of research.

Research, for the purposes of human subjects protections for OJP-funded programs, is defined as, “a systematic investigation, including research development, testing, and evaluation, designed to develop or contribute to generalizable knowledge” 28 C.F.R. § 46.102(d). For additional information on determining whether a proposed activity would constitute research, see the decision tree to assist applicants on the “Research and the Protection of Human Subjects” section of the OJP “Other Requirements for OJP Applications” Web page (www.ojp.usdoj.gov/funding/other_requirements.htm). Applicants whose proposals may involve a research or statistical component also should review the “Confidentiality” section on that Web page.

Notice of Post-Award FFATA Reporting Requirement

Applicants should anticipate that OJP will require all recipients (other than individuals) of awards of \$25,000 or more under this solicitation, consistent with the Federal Funding Accountability and Transparency Act of 2006 (FFATA), to report award information on any first-tier subawards totaling \$25,000 or more, and, in certain cases, to report information on the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients. Each applicant entity must ensure that it has the necessary processes and systems in place to comply with the reporting requirements should it receive funding. Reports regarding subawards will be made through the FFATA Subaward Reporting System (FSRS), found at www.fsrs.gov.

Note also that applicants should anticipate that no subaward of an award made under this solicitation may be made to a subrecipient (other than an individual) unless the potential subrecipient acquires and provides a Data Universal Numbering System (DUNS) number.

JAG Showcase

This JAG Showcase was designed to identify and highlight JAG projects that have demonstrated success or have shown promise in reducing crime, positively impacting communities, etc. Because the JAG program provides state, tribal, and local jurisdictions with flexibility to tailor the programs to fit their needs, a wide variety of programs have been funded across the country. Each year, new methods to reduce and prevent crime, violence, and drug abuse; and, to improve the functioning of the criminal justice system are being discovered. BJA strives to increase awareness of JAG funds invested in innovation, evidence-based programs and program evaluations. This page is intended to serve as a resource for criminal justice professionals in the field who seek to stay informed of some the most interesting, innovative, results-oriented projects that have been funded with JAG money in the last several years.

JAG success stories should include the name and location of program/project; point of contact with phone and e-mail; amount of JAG funding received and in which fiscal year; and a brief summary describing the program/project and its impact. **BJA strongly encourages and appreciates annual (or more frequent) submissions at JAG.Showcase@ojp.usdoj.gov or via the [online form](#).**

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, shared priorities and leveraged resources can make a significant impact. In light of this, it is important to make SAAs and local JAG recipients aware of several areas of priority that may be of help in maximizing the effectiveness of JAG funding at the state and local level.

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 BJA will be focusing nationally and invite each state and local JAG recipient to join us in addressing these challenges as a part of our JAG partnership.

Reducing Gun Violence

In the aftermath of the Sandy Hook Elementary School tragedy and mass shootings in Aurora, Oak Creek, and Tucson, BJA encourages states and localities to invest valuable JAG funds in programs to reduce gun violence, enforce existing firearms laws, and enhance reporting to the FBI's National Instant Criminal Background Check System. Other important priorities include strengthening school safety, improving criminal justice/mental health collaborations and supporting joint first responder critical incident training.

Recidivism Reduction and Justice System Realignment

In this time of fiscal austerity and smaller state and local budgets, reducing unnecessary incarceration in a manner that promotes public safety is a paramount goal. Effective community supervision coupled with evidence-based program interventions can result in significant reductions in recidivism. A priority funding area is the implementation of effective pretrial services programs and innovative programs and approaches in probation and parole supervision that improve services to offenders and increase collaborative efforts among community supervision agencies with law enforcement and the courts. Currently, 17 states and local governments are working to control spiraling incarceration costs through justice system reforms and realignment under the Justice Reinvestment Initiative (JRI). Strategic investment of JAG funds to implement JRI legislation and policy changes in those states and localities can augment federal funds and achieve greater cost savings and reinvestments in programs to promote public safety.

Indigent Defense

Another key priority area in the criminal justice system is support for indigent defense. BJA continues to encourage states and SAAs to use JAG funds to support the vital needs of the indigent defense community. Attorney General Holder has consistently stressed that the crisis in indigent defense reform is a serious concern which must be addressed if true justice is to be achieved in our nation. In 2002, the American Bar Association (ABA) published Ten Principles of a Public Defense Delivery System which represent fundamental building blocks for implementing quality legal representation for indigent defendants. (See [ABA Ten Principles](#)).

Evidence-Based “Smart” Programs

As a result of the current fiscal crisis, many police departments are experiencing unprecedented budget cuts, layoffs, and reductions in force. These challenges must be met by making wider use of advancements in the law enforcement field in the last several decades which rely on use of data, crime analysis, crime mapping and other analytic tools, cutting edge technology, and research and evaluations regarding effective policing strategies and programs. BJA offers a number of program models designed to effectively implement evidence based strategies including Smart Policing and Smart Probation. A useful matrix of evidence-based policing programs and strategies is available through the [Center for Evidence-Based Policy](#) at George Mason University. BJA encourages states to use JAG funds to support these “smart policing” strategies, including a focus on real time crime analysis centers (CACs), and effective partnerships with universities and research partners and with non-traditional criminal justice partners. Counterterrorism continues to be a priority for DOJ. At the state and local level, high functioning, evidence-based, data-driven public safety agencies are a critical component of our nation’s “all crimes” strategy. In addition, the JAG Program has long supported effective and collaborative multi-jurisdictional task forces and justice information sharing programs, which continue as a priority in order to maintain our nation’s historic reductions in violent crime.

What an Application Should Include

Applicants should anticipate that if they fail to submit an application that contains all of the specified elements, it may negatively affect the review of their application; and, should a decision be made to make an award, it may result in the inclusion of special conditions that preclude the recipient from accessing or using award funds pending satisfaction of the conditions.

Refer to the BJA Grant Writing and Management Academy and OJP’s Grants 101 for an overview of what should be included in each application requirement. These trainings can be found at bjc.ncjrs.gov/gwma/index.html and www.ojp.gov/grants101/.

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

1. Information to Complete the Application for Federal Assistance (SF-424)

The SF-424 is a standard form required for use as a cover sheet for submission of pre-applications, applications, and related information. GMSs take information from the applicant’s profile to populate the fields on this form.

2. Abstract

Applications should include a high-quality “Project Abstract” that summarizes the proposed project in 500 words or less. Project abstracts should be:

- Written for a general public audience.
- Submitted as a separate attachment with <Project Abstract> as part of its file name.
- Single-spaced, using a standard 12-point font (Times New Roman) with 1-inch margins.

As a separate attachment, the project abstract will **not** count against the page limit for the program narrative.

All project abstracts should follow the detailed template available at www.ojp.usdoj.gov/funding/Project_Abstract_Template.pdf.

Applicants **must** 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. In addition, above or below the abstract narrative, applicants **must identify up to 10 project identifiers** that would be associated with proposed project activities. The list of all identifiers can be found at www.bja.gov/programs/JAGIdentifiers.pdf.

Failure to submit this required information will result in an application being returned in the Grants Management System (GMS) for inclusion of the missing information OR the attachment of a withholding of funds special condition at the time of award.

3. Program Narrative

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

- A. Identifies the state's strategy/funding priorities for the FY 2013 JAG funds, the subgrant award process and timeline, and a description of the programs to be funded over the four year grant period. States are strongly encouraged to prioritize the funding on evidence-based projects.
- B. 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 stakeholders currently participating in the strategic planning process, 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 applicable, attach a current version of your state's strategic plan with this application. DOJ is in the process of assessing the extent to which states are engaged in strategic planning in making allocation decisions about JAG funds, and the extent to which the recommendation that these efforts include all criminal justice stakeholders, including indigent defense, are being followed to ensure fairness in the criminal justice system. If such a strategic plan or planning process does not currently exist, the narrative should describe the state's plan and timeline for developing such a process.

- C. Describes any additional strategic planning/coordination efforts in which the SAA participates with other criminal justice criminal/juvenile justice agencies in the state.
- D. Describes the state's plan for collecting and submitting performance measurement data required by BJA, including required subgrantee performance measurement data.

Failure to submit this required information will result in an application being returned in the Grants Management System (GMS) for inclusion of the missing information OR the attachment of a withholding of funds special condition at the time of award.

4. Budget and Budget Narrative

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 administrative and/or sub-grant 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 this required information will result in an application being returned in the Grants Management System (GMS) for inclusion of the missing information OR the attachment of a withholding of funds special condition at the time of award.

5. Review Narrative

Applicants **must** submit information documenting that the date the JAG application was made available for review by the governing body of the state, or to an organization designated by that governing body, 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 prior to application submission to the extent applicable law or established procedures make such opportunity available.

Below are notification language templates that can be utilized in completing this section of the application.

The (provide name of State/Territory) made its Fiscal Year 2013 JAG application available to the (provide name of governing body) for its review and comment on (provide date); or intends to do so on (provide date).

The (provide name of City/County for Local JAG and name of State for State JAG) made its Fiscal Year 2013 JAG application available to citizens for comment prior to application submission by (provide means of notification); or the application has not yet been made available for public review/comment.

Failure to submit this required information will result in an application being returned in the Grants Management System (GMS) for inclusion of the missing information OR the attachment of a withholding of funds special condition at the time of award.

6. Applicant Disclosure of Pending Applications

Applicants are to disclose whether they have pending applications for federally funded assistance that include requests for funding to support the same project being proposed under this solicitation and will cover the identical cost items outlined in the budget narrative and worksheet in the application under this solicitation. The disclosure should include both direct applications for federal funding (e.g., applications to federal agencies) and indirect applications for such funding (e.g., applications to State agencies that will be subawarding federal funds).

OJP seeks this information to help avoid any inappropriate duplication of funding. Leveraging multiple funding sources in a complementary manner to implement comprehensive programs or projects is encouraged and is not seen as inappropriate duplication.

Applicants that have pending applications as described above are to provide the following information about pending applications submitted within the last 12 months:

- the federal or state funding agency
- the solicitation name/project name
- the point of contact information at the applicable funding agency

Federal or State Funding Agency	Solicitation Name/Project Name	Name/Phone/E-mail for Point of Contact at Funding Agency
DOJ/COPS	COPS Hiring Program	Jane Doe, 202/000-0000; jane.doe@usdoj.gov
HHS/ Substance Abuse & Mental Health Services Administration	Drug Free Communities Mentoring Program/ North County Youth Mentoring Program	John Doe, 202/000-0000; john.doe@hhs.gov

Applicants should include the table as a separate attachment, with the file name “Disclosure of Pending Applications,” to their application. Applicants that do not have pending applications as described above are to include a statement to this effect in the separate attachment page. (e.g., “[Applicant Name] does not have pending applications submitted within the last 12 months for federally funded assistance that include requests for funding to support the same project being proposed under this solicitation and will cover the identical cost items outlined in the budget narrative and worksheet in the application under this solicitation.”)

7. Other Standard Forms

Additional forms that may be required in connection with an award are available on OJP’s funding page at www.ojp.usdoj.gov/funding/forms.htm. For successful applicants, receipt of funds may be contingent upon submission of all necessary forms. Note in particular the following forms:

- a. Standard Assurances*
Applicants must read, certify, and submit this form in GMS prior to the receipt of any award funds.
- b. Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements*
Applicants must read, certify, and submit in GMS prior to the receipt of any award funds.
- c. Accounting System and Financial Capability Questionnaire
Any applicant (other than an individual) that is a non-governmental entity and that has not received any award from OJP within the past 3 years, must download, complete, and submit this form.

*These OJP Standard Assurances and Certifications are forms which applicants accept in GMS. They are not additional forms to be uploaded at the time of application submission.

Review Process

OJP is committed to ensuring a fair and open process for awarding grants. BJA reviews the application to make sure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with the solicitation. Applications for formula awards will be reviewed to ensure statutory requirements have been met.

Absent explicit statutory authorization or written delegation of authority to the contrary, the Assistant Attorney General will make all final award decisions.

Additional Requirements

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

- Civil Rights Compliance
- Civil Rights Compliance Specific to State Administering Agencies
- Faith-Based and Other Community Organizations
- Confidentiality
- Research and the Protection of Human Subjects
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA)
- DOJ Information Technology Standards (if applicable)
- Single Point of Contact Review
- Non-Supplanting 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 of 2006 (FFATA)
- Awards in Excess of \$5,000,000 – Federal Taxes Certification Requirement
- Policy and Guidance for Conference Approval, Planning, and Reporting
- OJP Training Guiding Principles for Grantees and Sub-grantees

How To Apply

Applicants must submit applications through the Grants Management System (GMS), which provides cradle to grave support for the application, award, and management of awards at OJP. Applicants **must register in GMS for each specific funding opportunity**. Although the registration and submission deadlines are the same, OJP urges applicants to **register immediately**, especially if this is their first time using the system. Complete instructions on how to register and submit an application in GMS can be found at www.ojp.usdoj.gov/gmscbt/. Applicants that experience technical difficulties during this process should e-mail GMS.HelpDesk@usdoj.gov or call 888-549-9901 (option 3), Monday – Friday from 6:00 a.m. to midnight eastern time, except federal holidays. OJP recommends that applicants **register immediately** to prevent delays in submitting an application package by the deadline.

All applicants should complete the following steps:

1. **Acquire a Data Universal Numbering System (DUNS) number.** In general, the Office of Management and Budget requires that all applicants (other than individuals) for federal funds include a DUNS number in their application for a new award or a supplement to an existing award. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and differentiating 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 subrecipients. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, one-time activity. Call Dun and Bradstreet at 866-705-5711 to obtain a DUNS number or apply online at www.dnb.com. A DUNS number is usually received within 1-2 business days.
2. **Acquire registration with the System for Award Management (SAM).** SAM replaces the **Central Contractor Registration (CCR) database** as the repository for standard information about federal financial assistance applicants, recipients, and subrecipients. OJP requires that all applicants (other than individuals) for federal financial assistance maintain current registrations in the SAM database. Applicants must **update or renew their SAM registration annually** to maintain an active status.

Applicants that were previously registered in the CCR database must, at a minimum:

- Create a SAM account;
- Log in to SAM and migrate permissions to the SAM account (all the entity registrations and records should already have been migrated).

Applicants that were not previously registered in the CCR database must register in SAM prior to registering in Grants.gov. Information about SAM registration procedures can be accessed at www.sam.gov.

3. **Acquire a GMS username and password.** New users must 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/gmscbt/.
4. **Verify the SAM registration in GMS, formerly CCR registration.** OJP requests that all applicants verify their SAM registration in GMS. Once logged into GMS, click the “CCR Claim” link on the left side of the default screen. Click the submit button to verify the SAM (formerly CCR) registration.
5. **Search for the funding opportunity on GMS.** After logging into GMS or completing the GMS profile for username and password, go to the “Funding Opportunities” link on the left side of the page. Select “Bureau of Justice Assistance” and the Edward Byrne Memorial Justice Assistance Grant (JAG) Program–State Solicitation.”
6. **Register by selecting the “Apply Online” button associated with the solicitation title.** The search results from step 5 will display the solicitation title along with the registration and application deadlines for this funding opportunity. Select the “Apply Online” button in the “Action” column to register for this solicitation and create an application in the system.
7. **Complete the Disclosure of Lobbying Activities, if applicable.** Any applicant that expends any funds for lobbying activities must provide the detailed information requested on the form, *Disclosure of Lobbying Activities* ([SF-LLL](#)).
8. **Follow the directions in GMS to submit an application consistent with this solicitation.** Once submitted, GMS will display a confirmation screen stating the submission was successful. **Important:** In some instances, applicants must wait for GMS approval before they can submit an application. OJP urges applicants to submit the application **at least 72 hours prior** to the due date of the application.

Note: 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.”

Note: Duplicate Applications

If an applicant submits multiple versions of an application, BJA will review the most recent version submitted.

Experiencing Unforeseen GMS Technical Issues

Applicants that experience unforeseen GMS technical issues beyond their control that prevent them from submitting their application by the deadline, must e-mail the BJA Programs Office staff **within 24 hours after the application deadline** and request approval to submit their application. The e-mail must describe the technical difficulties and include a timeline of the applicant’s submission efforts, the complete grant application, the applicant’s DUNS number, and any GMS Help Desk or SAM tracking number(s). **Note: BJA does not automatically approve requests.** After the program office reviews the submission, and contacts the GMS

Help Desk to validate the reported technical issues, OJP will inform the applicant whether the request to submit a late application has been approved or denied. If the technical issues reported cannot be validated, the application will be rejected as untimely.

The following conditions are not valid reasons to permit late submissions: (1) failure to register in sufficient time, (2) failure to follow GMS instructions on how to register and apply as posted on its Web site, (3) failure to follow each instruction in the OJP solicitation, and (4) technical issues with the applicant's computer or information technology environment, including firewalls.

Notifications regarding known technical problems with GMS, if any, are posted at the top of the OJP funding Web page at www.ojp.usdoj.gov/funding/solicitations.htm.

Provide Feedback to OJP on This Solicitation

To assist OJP in improving its application and award processes, we encourage applicants to provide feedback on this solicitation, the application submission process, and/or the application review/peer review process. Feedback may be provided to OJPSolicitationFeedback@usdoj.gov.

IMPORTANT: This email is for feedback and suggestions only. Replies are **not** sent from this mailbox. If you have specific questions on any program or technical aspect of the solicitation, **you must** directly contact the appropriate number or email listed on the front of this solicitation document. These contacts are provided to help ensure that you can directly reach an individual who can address your specific questions in a timely manner.

If you are interested in being a reviewer for other OJP grant applications, please email your resume to ojppeerreview@imbps.com. The OJP Solicitation Feedback email account will not forward your resume. **Note:** Neither you nor anyone else from your organization can be a peer reviewer in a competition in which you or your organization have submitted an application.

Application Checklist

Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY 2013 State Solicitation

The application checklist has been created to assist in developing an application.

Eligibility Requirement:

- State/Territory listed as the legal name on the application corresponds with the eligible State/Territory listed on BJA's [JAG web page](#)
- Federal amount requested is within the allowable limit of the FY 2013 JAG Allocations List as listed on BJA's [JAG web page](#)

What an Application Should Include:

- Application for Federal Assistance (SF-424) (see page 14)
- Abstract (see page 14)
- Program Narrative (see page 15)
- Budget and Budget Narrative (see page 15)
- Review Narrative (see pages 16)
- Applicant Disclosure of Pending Applications (see pages 16)
- Other Standard Forms as applicable (see page 17)
- DUNS Number (see page 19)
- SAM Registration (see page 19)
- Disclosure of Lobbying Activities, if applicable ([SF-LLL](#)) (see page 20)

Project-Specific Information

- **Evidence-Based Practice:** Supported by clear and compelling evidence documented in a variety of contexts and supported by research and provides transferable models or blueprints for others to follow, without overreliance on exceptional individuals. “Evidence-based” is commonly referred to as a “best” practice. Attorney General Eric Holder has made it a priority to support, develop, and enhance evidence-based practices that build upon current models and encourage innovative approaches and strategies nationwide. This means that supporting research is a vital part of the Office of Justice Programs’ (OJP) and BJA’s mission. Hand in hand with supporting research is the responsibility for translating it for use and integrating evidence into the day-to-day work of justice professionals. To further this effort, OJP has launched an Evidence Integration Initiative, called E2I, to help criminal justice professionals expand their base of scientific knowledge and transform research into practice. As a part of the E2I initiative, OJP is developing a Crime Solutions Resource Center Web site to focus on evidence-based programs and will create a diagnostic center or “help desk” to provide additional information about these programs and how they can be used.
- **Collaboration** is a dynamic process in which two or more people or organizations work together to define and accomplish a set of common goals by sharing knowledge, learning, and building consensus.
- **Coordination** is a sharing of information and/or ideas between two or more people or organizations to accomplish a goal or effect.
- **Specific Information** is a description of any program theme or focused information that BJA wants to share with perspective grantees. It may also identify any required elements or purpose areas that may need to be included in the proposed project’s design and activities.

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Edward Byrne Memorial Justice Assistance Grant (JAG) Program
FY 2013 State Solicitation

PROGRAM NARRATIVE

Introduction

The Alabama Department of Economic and Community Affairs (ADECA) Law Enforcement and Traffic Safety Division (LETS), as the State Administering Agency (SAA), continues to provide overarching guidance and assistance to qualified subgrant program selections for the State of Alabama's FY2013 Edward Byrne Memorial Justice Assistance Grant (JAG) Program.

Program Overview

The Edward Byrne Memorial Justice Assistance Grant (JAG) Program is the primary provider of federal criminal justice funding to state and local jurisdictions. ADECA / LETS, as the State Administering Agency (SAA) for this program, ensures that these JAG funds support all components of the criminal justice system from multijurisdictional drug and violent crime task forces to crime prevention programs, courts, corrections, treatment, and justice information sharing initiatives. The implementation process of ADECA / LETS allows units of local governments to support a broad range of activities to prevent and control crime based on their own local needs and conditions.

ADECA / LETS as the SAA for this program places great emphasis on accountability and transparency in the use of grant funds.

Goals

The ADECA / LETS Division's goals for the FY2013 Edward Byrne JAG Program include the following:

1. Establish and/or continue the support of the multijurisdictional drug/violent crime task forces throughout the State with the intent of reducing illegal drug activity through increased arrest and prosecution of prime offenders and through increase fines and forfeitures levied against a criminal element intent on promoting illegal narcotics activities and to enhance interdiction effectiveness through the use of advanced technologies and coordinated efforts.
2. Promote and encourage coordination and cooperation among law enforcement agencies operating within the State, whether they are members or not, of a multijurisdictional drug task force, in an effort to combat violent crime and illegal drug activity.

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3. To provide a program that will deliver law enforcement and crime prevention training, which assist cities and counties to remove or reduce the opportunity for crime in their community and the State of Alabama.
4. To provide local law enforcement elements and selected municipalities with funding to upgrade and/or enhance law enforcement equipment including, but not limited to law enforcement vehicles, computers and peripheral equipment, police radios and other communications equipment, weapons and body armor, and other equipment.
5. To support various State projects by augmenting the government budget allocations in an effort to minimize and avoid reductions in essential services and avoid the introduction of counterproductive state and local tax increases.

Strategies and Funding Priorities for FY2013 JAG Funds

ADECA/LETS recognizes that the decline in the economy has resulted in significant pressures on our state and local criminal justice systems. In these challenging times, we wish to ensure that local JAG sub-recipients are aware of the purpose areas of allocation and any priorities that may have been established that may be of help in maximizing the effectiveness of the Byrne JAG funding.

As a part of our overall preparation, we strongly encourage our potential sub-grantees to consider programs that are evidence-based and have been proven effective through rigorous evaluation. Because of our limited resources, it is critical that dollars are spent on programs whose effectiveness is proven. However, ADECA/LETS recognizes that some programs have the potential to be innovative and can be models for other localities addressing difficult problems.

In addition to these overarching considerations and in addition to our longstanding and unwavering commitment to support our law enforcement elements and to allocate as many resources as possible to war on illegal drug trafficking and violent crime, the following priorities represent key areas where we will be focusing our efforts.

Priority One: Funding for Multi-Jurisdictional Drug / Violent Crime Task Forces

Our first priority is the continued support for the multi-agency, multi-jurisdictional drug and violent crime task forces, their prosecution efforts, and statewide civil forfeiture projects. This collaboration results in the streamlined process of interdiction and apprehension of drug and

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violent crime offenders by law enforcement personnel, followed by prosecution's efforts in conviction and asset forfeitures of these offenders.

Multi-Jurisdictional Task Forces are one of the few law enforcement structures that have proven to be most effective at the local level in addressing complex drug trafficking organizations, coordination, and cross-jurisdictional investigations. The cross agency strengths that result from the collaboration among local, state, and federal law enforcement officers are substantial.

Currently there are 29 task force groups operating in Alabama that receive funding from ADECA/LETS. Task force goals include providing expertise in drug interdiction, confronting drug smuggling, and cooperating with federal and State authorities in national anti-drug efforts. The task force groups investigating and prosecuting violent crime provide additional resources.

High crime rates resulting from illegal drug use, illegally acquiring funds to support drug addictions, and violent threats to public safety, are all major forces demanding that the justice system provide a positive response to illegal drug activities. Counties not participating in a local-level task force are provided services through the State-level task forces. The Alabama Department of Public Safety Task Force and the Alabama Alcohol Beverage Control Board Task Force assist local criminal justice units in investigating major drug cases, highway interdiction, marijuana eradication, and methamphetamine laboratory operations. Marijuana eradication is addressed primarily with federal and State resources other than Alabama's FY2013 Edward Byrne Memorial Justice Assistance Grant (JAG) Program funds.

Priority Two: Funding for Crime Prevention and Education Programs

Crime prevention is a problem-solving approach of the highest order. It seeks to forestall trouble by addressing and solving problems that can cause crime, as well as addressing crime-related symptoms. Crime prevention is highly compatible with community-oriented policing efforts and the concept of community justice. Crime prevention provides knowledge about ways to involve the entire community in reducing crime, both individually and collectively, and community-oriented policing practices can spread that knowledge.

Because crime prevention addresses many physical and social aspects of neighborhoods, it offers numerous ways for law enforcement officers to gain entry into community circles. Crime prevention offers resources to help change community knowledge, attitudes, and behaviors. These important skills can contribute to solving many kinds of community problems.

Crime prevention provides opportunities for the entire community. However, success requires involvement by individuals in their homes, neighborhoods, schools, worksites, places of worship, recreational facilities, and public spaces.

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A training program delivers crime prevention services and training, which assist law enforcement, state agencies, community groups, schools, and others to remove or reduce the opportunity for crime in their community and the State of Alabama. It provides training and materials for law enforcement related to crime prevention programs. This program develops the training, obtains instructors/speakers, secures meeting sites, provides on-line registration, and provides continuing education credits for participants of completing the training.

Priority Three: Funding for Law Enforcement Equipment Upgrades and/or Enhancements

As a third priority of this program, ADECA/LETS plans to provide local law enforcement elements and selected municipalities with funding to upgrade and/or enhance law enforcement equipment including, but not limited to: law enforcement vehicles, computers and peripheral equipment, police radios and other communications equipment, weapons and body armor, and other equipment deemed vital to effective police operations and other crime reduction strategies as warranted by the needs of the community. The majority of these awards will come from funds identified as the "Less than \$10K" portion of the overall State allocation.

New and/or upgraded equipment and technologies can offer law enforcement agents many useful methods for combating criminal activity, with such tools as GPS and advanced communications systems. Technologies such as body armor and less-lethal projectiles also improve the safety of both police and the public. However, in an increasingly high-tech world, more and more crimes involve technologies and police must be prepared for them.

ADECA/LETS is committed to helping make new equipment and technology available to law enforcement agencies throughout the state.

Priority Four: Funding for State Projects

As the fourth priority of this program, ADECA/LETS plans to provide funding for State projects in an effort to augment state and local government budgets, in order to minimize and avoid reductions in essential services, and avoid the implementation of counterproductive state and local tax increases. These programs will be funded out of the State controlled portion of the original grant allocation. (See the Budget Narrative for the calculation)

The primary target for funding will be the Alabama Criminal Justice Information Center and the Alabama Department of Forensic Services.

Alabama has been highly successful in developing the Uniform Crime Report (UCR) processing system, called the UCR Local Template for Reporting and Analysis (ULTRA). This workstation-based system provides officers the flexibility to enter and update their UCR reports either on laptops within their field patrol cars, or on a desktop computer within their office

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environment. Allowing data entry by the officer in the field assures that the data is complete, internally consistent, timely, and immediately available for information sharing. In addition, the data are more accurate since they are being provided by the people who know most about the incident – the investigation officers themselves. ULTRA’s portability is enabled by the success of a companion product called the Mobile Officers’ Virtual Environment (MOVE). MOVE is a suite of field applications available to the patrol officer from a patrol car-based laptop, and includes Alabama’s electronic citation (e-citation) product, driver’s license scanning device, LETS (a secure web-based search engine), an electronic crash form and ASPEN (software for federal electronic reporting of commercial vehicle violations).

The next step in this process will be planned upgrades that are essential to making the existing ULTRA software improve its usability and guarantee future success, while conforming to necessary data compliance standards.

The ADFS is the only Agency within Alabama that is capable of conducting the required forensic analysis on greater than thirty thousand (>30,000) drug chemistry cases annually which are submitted by over 400 different law enforcement agencies throughout Alabama. Drug chemistry cases typically involve examining the presence of unknown powders, plant material, and tablets (i.e. cocaine, marijuana, and abused prescription drugs). These cases cannot proceed through the criminal justice system until an accurate forensic analysis is conducted upon the evidence items within each case to confirm or refute the presence of any controlled substance within the evidence items. Typically, for the greater than 30,000 cases received annually, ADFS receives ~60,000-65,000 *individual evidence items* that require forensic examination. This caseload is expected to increase with the recent Executive Order issued by the Governor prohibiting the sale and possession of the next generation of abused drugs – synthetic cannabinoids (i.e. K2, Spice).

State Strategic Planning Process Defined

ADECA / LETS is aware that successful results-based-accountability efforts involve strategic planning, implementation, monitoring, and evaluation. Strategic planning, an essential first step in the development of a results-based accountability system and is defined as the process of addressing the following questions:

- Where are we?
- What do we have to work with?
- Where do we want to be?
- How do we get there?

The steps used by ADECA/LETS in the process of developing a strategic plan are described below. We believe this process to be both systematic and rational.

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Components of the Strategic Planning Process

ADECA/LETS first step in the strategic planning process has been to address the questions “Where are we?” and “What do we have to work with?”

An examination of our recent history and changing contexts of the state, organization, program, or sub-program allowed us to assess our current position. Answering the question of what we have to work with involves consideration of strengths and weaknesses and determination of how to capitalize on strengths.

The next step in our process has been answering “Where do we want to be?” As the vision begins to appear from the values of those involved in the process, it is essential that this step involve all of the stakeholders in the achievement of a common vision. Using various State Departments and organizations documentation and conversation, multiple divergent objectives reflecting a variety of goals were assembled.

After articulating common visions and determining goals, ADECA/LETS addressed means of reaching these goals. This step involves articulating strategies for achieving results. Our strategies reflect the strengths and weaknesses of the program. Our objectives are the short-term conditions needed to achieve desired conditions in the long term.

ADECA/LETS realizes that successful efforts involve stakeholders and it is necessary for us to gain their support. In doing so, our strategic plan reflects views expressed by all those involved in the process. Our process for development has included program managers and supervisors, various law enforcement board members and elements of the law enforcement community.

Additionally, ADECA/LETS realizes that prioritizing goals is an essential step in developing a strategic plan. Strategic plans are not merely laundry lists of goals, but rather reflect the priorities of those participating in the planning process. The most useful plans are succinct and easily translated into useful measures. Inclusion of too many goals causes programs to become overwhelmed with the details of data collection and reporting. Therefore, a limited number of broad goals that reflect multiple objectives are currently the focus of the planning process.

To ensure that local communities and acceptable stakeholders are engaged in the planning process as well as the data and analysis utilized to support the plan, and in an attempt to better understand the opinion across the State of Alabama as to preferred methods or innovative ideas with respect to the expenditure of Byrne JAG funds awarded to the state, ADECA/LETS working in conjunction with NCJA incorporated the use of a stakeholder survey.

The decision to incorporate the use of a survey was made based on the following:

- A survey is a quick and efficient way of acquiring additional information concerning the allocation and distribution of Byrne JAG funds.
- Information and ideas should be acquired from a large number of stakeholders

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- This information needs to be statistically valid
- ADECA / LETS does not have this information readily available through any other means

We feel that a survey, when used properly, is a valuable instrument that can be used to collect information and capitalize on innovative solutions as viewed from the state as a whole, and to help guide planned expenditures to most closely mirror the articulated needs of stakeholders.

The stakeholder survey is currently in process and results will be incorporated into the ongoing development of the ADECA/LETS Strategic Plan, which once complete, will be forwarded to the Bureau of Justice Assistance for review and posted on the ADECA/LETS web page for availability to the public.

Resource Needs and Gaps in Services

Community Concerns

Assessment of needs and gaps in services in Alabama was accomplished by the allowing program managers and program supervisors for the Byrne JAG Program to attend conferences, seminars and meetings hosted by the Alabama Association of Chiefs of Police (AACOP), the Alabama Sheriffs Association, the Alabama Narcotics Officers Association (ANOA), the Alabama Drug Advisory Task Force (ADATF), and the Law Enforcement Coordinating Committee (LECC). Feedback from these various associations in conjunction with information provided from a host of subgrantees across Alabama was used in the strategy development phase of the multi-year strategy in Alabama.

State Identified Needs and Gaps in Services

Prevention: Truly adequate resource to prevention crime and drug use will probably never be available. As a result, the most serious gap in this area is learning how to coordinate and leverage resources in ways that are more effective. Additionally, there is a need for more effective evaluations of these programs so that our state and the communities within it have more information when designing prevention systems.

Law Enforcement: Feedback and input from various criminal justice professionals working within Alabama projects indicated manpower and equipment as their greatest need. Some also report that the required 25% cash match presents a hardship, especially for rural regions of the state. The 25% match requirement has been removed from <\$10K and State projects funded from this program. It will remain in effect for other programs. ADECA/LETS considers match as an effective strategy to expand justice funds and build buy-in for local criminal justice initiatives and ensures a vested interest by the sub-grantees and their participating agencies in the program.

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Adjudication: Input from the criminal justice professionals indicated the need for speedier prosecution of drug offenders. ADECA/LETS has attempted to assist in alleviating this problem through the purchase of Tru-Narc devices for selected law enforcement and prosecutorial elements around the state.

Corrections and Treatment: Input from the criminal justice professionals indicated the need for stronger sanctions for those offenders convicted of trafficking and manufacturing drugs. Additional resources are also needed for evaluation treatment programs and providing proven treatment, especially for juvenile offenders and first-time adult offenders.

Information Systems and Technological Improvements: Byrne funds are available for programs that enhance information systems, allow electronic disposition reporting, Live-Scan fingerprinting of juveniles, and provide new technology, however, existing technology is not always compatible and the costs are often prohibitive.

Coordinating JAG funds with State and Related Justice Funds

A key mission of ADECA/LETS as the SAA for the Byrne JAG Program is to ensure that JAG funds are coordinated with State and related Justice funds in criminal justice planning efforts and programs.

To do this, ADECA/LETS maintains an open dialog with several primary agencies and associations within the state, to include but not limited to: Alabama Association of Chiefs of Police (AACOP), the Alabama Sheriffs Association, the Alabama Narcotics Officers Association (ANOA), the Alabama Drug Advisory Task Force (ADATF), the Law Enforcement Coordinating Committee (LECC), the Alabama Criminal Justice Information Center (ACJIC), the Alabama Department of Public Safety (DPS), the Alabama Office of Prosecution Services (OPS), and many more.

As a result, the condition that exists when the all organizations interact to produce a joint effect is greater than the sum of the parts acting alone. In these cases, positive effects such as improved efficiency in operations, greater exploitation of opportunities, and improved utilization of resources have occurred.

When using Byrne JAG funds in conjunction with related justice funds, technology enhancements, safety improvements, and information sharing capabilities have all been enhanced and demonstrated a clear and frugal use of funds.

Performance Measurement Data

ADECA/LETS's plan for collecting and submitting performance measurement data required by BJA will be through the use of quarterly reports.

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Financial Reporting

In order to obtain financial information concerning the use of federal funds, subgrantees must submit timely reports for review. These reports are consistent with the manner of reporting established by OMB circulars. LETS Form 54, "Subgrant Fiscal Report" has been established to be submitted on a quarterly basis as previously described. These reports are signed by the Financial Officers or Authorized Officials and reflect the actual receipts and expenditure of funds for the period covered. The Form 54 also contains the Asset Seizure and Forfeiture Report for subgrantees needing to report such data.

Progress Reporting

Evaluation of the project is important. The goals and objectives of the subgrant project must always be paramount in the minds of personnel conducting the project and those monitoring the progress thereof. To enable the project to be monitored and evaluated, subgrantees are required to submit, on a calendar basis, a quarterly progress report. These reports are prepared according to a template developed by the LETS Division. The performance measures, shown by activity type, are applicable for most purpose areas, and are designed to incorporate the reporting requirements of the Performance Measurement Tools (PMT) as well as the statistical data used by ADECA / LETS to calculate the sub-awards. The intent of this report form is to assist the SAA, local criminal justice planners, practitioners, researchers, and evaluators in: 1) conducting evaluations and performance measurement that will address the effectiveness and efficiency of the projects and 2) using evaluation information to improve program planning and implementation.

UCR Reporting

In order to ensure compliance with BJA for the collection of required performance measurement data, all subgrantees must be current with all Uniform Crime Reporting (UCR) as required by the Alabama Criminal Justice Information Center (ACJIC) prior to making application.

PMT Reporting

In order to ensure compliance with BJA for the collection of required performance measurement data, all subgrantees will be required to submit feeder reports to ADECA/LETS with information for the BJA Performance Measurement Tool (PMT). To ensure this, ADECA/LETS has constructed a feeder report for distribution to subgrantees that is based on the information data lines in the PMT including required subgrantee performance measurement data.

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Subgrant Award Process

Application Process

Acquiring an Application

Subgrantees may either down-load a grant application from the ADECA/LETS web site or request an application via email from the Program Manager.

The application includes the nine page grant application with instructions on how to complete the application, a Subgrantee Administrative Manual (SAM), all required attachments and certifications, quarterly reports forms, reimbursement forms, personnel forms, revision forms, and property management forms.

General

All subgrantees of the ADECA/LETS Division are bound by uniform award, payment and financial reporting requirements. The Subgrantee Administrative Manual (SAM) prescribes the procedures which must be followed by subgrantees in order to properly initiate subgrant activities, receive advancement and reimbursement for expenditures, and report on subgrant activities.

Financial questionnaires must be completed by all subgrantees. This includes a review of the accounting system and a determination that periodic audits are performed to ensure fiscal integrity. New awards are not be made to applicants with unresolved audits, delinquent financial or progress reports or other unresolved issues of fiscal integrity or have been debarred or suspended from Federal financial and non-financial assistance and benefits under Federal programs and activities. Continuation awards may be delayed or denied if similar circumstances exist.

Receipt

The grant application is initially received at the front desk, time-date stamped, and forwarded to the Program Manager.

The Program Manager reviews the application for completeness and to determine if the application is acceptable in its current form. All pages of the application must be included and all required certifications and attachments must be properly signed and attached. The application should consist of the original and one copy.

The Byrne JAG Program Manager has developed a check sheet specifically for the Byrne JAG applications. Should any portion of the application or required attachments not be included, the application is returned to the subgrantee with a letter identifying the deficiencies.

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When the application is deemed acceptable, the Program Manager will then determine the appropriate program and purpose area and have the application entered into the ADECA/LETS Grants Management System (GMS).

Subgrant Evaluation

Once the application is entered into the GMS, the Program Manager will complete an in-depth review and evaluation of the application that will include a second, more detailed review of required application completeness and required attachments, determine if the activity is allowable per federal guidelines; confirm that the program is written in measurable terms; confirm that the budget is in line with the proposed program; confirm that the budget does not contain unallowable items per federal, state, and Subgrantee Administrative Manual (SAM).

Formula Awards

For programs that are being funded as a continuation grant, i.e. Drug and Violent Crime Task Forces, the funding portion of the evaluation sheet will include the Amount of Funds Requested by the subgrantee. This is for reference only and is not used in the calculation.

The overall amount of funds to be contributed to this program is predetermined based on the amount of the federal award. The federal award will first be cleared of the allowable ten percent administrative expense, the state allocated portion, and the less than \$10K funds for local law enforcement. The remaining portion is then broken out to the participating agencies using a formula based on 50% population and 50% statistical data.

The calculation used for funding is based on population of the area being enforced as compared to the population of the overall area being enforced; this is not the entire State population. The second portion of the award is based on statistical data reported by the subgrantee. The statistical data covers ten fields of reporting: Cases Initiated, Warrants Issued, Persons Arrested, Weapons Seized, Cocaine Seized, Crack Seized, Cannabis Seized, Marijuana Plants Eradicated, Crystal Meth Seized, and Meth Labs Eradicated. Each field is assigned 10% of the 50% allocation for statistical data. In order to insure that all task forces are comparatively and appropriately funded, minimum and maximum levels are established for awards, after the calculations are completed. Minimum and maximum levels are based on the total Federal Award and historic funding data.

Programs scoring below the minimum are awarded additional funds; programs scoring in excess of the maximum are awarded less funds. This process enables rural task forces who do not see as much narcotics trafficking and have a lower population base to maintain a task force operation and prevents the highly populated areas with heavy narcotics activities from appropriating all the funds.

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Non Formula Awards

Initially, the Program Manager completes an in-depth review and evaluation of the application that will include a detailed review of the applications completeness and required attachments and determines if the application is allowable per federal guidelines.

Applications are reviewed for completeness, problem identification, goals and objectives, methods and procedures, evaluation processes, budget, budget narrative, and several required attachments.

Awards that are being made from the less than \$10K funds are based on statistical data from the Bureau of Justice Statistics (BJS) calculations. Typically, quantities being requested are adjusted to the amount of the calculated funds. Entities not wanting to apply for Less Than \$10K Funds, will have their funds pooled with other remaining funds that particular grant and given as a single award to a qualified subgrantee.

State Awards

All awards going to all State entities from the state allocable portion of the award will be primarily based on available guidance from the Office of the Governor. Absent specific priority guidance from the Governor's Office, ADECA and LETS leadership will provide guidance as to the priority of funding. Absent specific guidance within the agency, State entities making application are subject to the same scoring guidelines as the Non-Formula Awards.

Program Synopsis and Recommendation

After completion of the Grant Application Check List and the grant application Evaluation Sheet, the Program Manager completes the Program Synopsis and Recommendation sheet. This sheet gives a quick synopsis of the Problem identified by the potential subgrantee, the proposed program, an evaluation of the budget, and a recommendation of the Program Manager. This sheet is designed to streamline the approval/disapproval process by allowing the division directors to quickly summarize the application without having to go through every sheet of the application.

Approval Routing

Once the application is deemed complete and has been evaluated it is routed to the LETS Division Director for review and concurrence and from there, using a Document Review and Signature Transmittal Form, to Financial Services, to the Legal Section, to the Program Integrity Section, to the Audit Review Section and finally the Director of ADECA for review and concurrence from each. Anyone along this process is empowered to deny the application.

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Once the application has completed this process it is forwarded to the Governor's Office for final approval or denial. Once approved the award documents are mailed to the subgrantee for acceptance of the award and signature.

Time Line for Funding

ADECA /LETS begins accepting grant applications in August for continuation grants and will accept grant applications anytime throughout the year for State entities and/or local law enforcement entities making application for "Less than \$10K Funding".

With the exception of the "Less than \$10K Awards" all grants are made for a period of twelve months. Reports are required on the 15th day of the month following the end of the quarter. Continuation programs are funded again starting on October 1 with application being accepted beginning in August.

April – May 2013	Federal Grant Application Constructed and Submitted
Jul – 2013	Quarterly Reports Due for 2012 sub-grants
Aug – Sep 2013	Begin accepting subgrant applications for State projects and continuation grants; Subgrant applications Awards for continuation grants calculated and awarded
Oct – 2013	Continuation subgrant awards begin (State and Local)
Nov – 2013	Begin Accepting Applications for Less than \$10K Grants
Oct – Dec 2013	Closeout of 2012 subgrant awards
Dec – Jan 2014	Identify de-obligated funds and unobligated balances
Jan – 2014	Quarterly Reports Due
Apr- 2014	Quarterly Reports Due
Apr – May 2014	Grant Application Constructed and Submitted
Jul – 2014	Quarterly Reports Due for 2013 sub-grants
Aug – Sep 2014	Awards for continuation grants calculated and awarded
Oct – 2014	Quarterly Reports Due
Dec 2014	Final Reports Due for 2013 continuation sub-awards

Project Abstract



Part 1: Please identify the applicant point of contact (POC)

Applicant POC	
Organization Name	Alabama Department of Economic and Community Affairs/Law Enforcement and Traffic Safety Division
POC Name	William M. Babington; William O. Whatley, Jr.
Phone Number	334-242-5454; 334-353-5639
Email Address	bill.babington@adeca.alabama.gov; bill.whatley@adeca.alabama.gov
Mailing Address	Post Office Box 5690 Montgomery, AL 36103-5690

Part 2: Please identify the application

Application Information	
Solicitation Name	Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY 2013 State Solicitation
Project Title	FY2013 Byrne JAG Program
Proposed Start Date	October 1, 2013
Proposed End Date	September 30, 2017
Funding Amount Requested	\$1

Part 3: Please identify the project location and applicant type

Project Location and Applicant Type	
Project Location (City, State)	Montgomery, Alabama
Applicant Type (Tribal Nation, State, County, City, Nonprofit, Other)	State



Part 4: Please provide a project abstract

Enter additional project abstract information. Unless otherwise specified in the solicitation, this information includes:

- Brief description of the problem to be addressed and target area and population
- Project goals and objectives
- Brief statement of project strategy or overall program
- Description of any significant partnerships
- Anticipated outcomes and major deliverables

Text should be single spaced; do not exceed 400 words.

Project Abstract

Problem and Target Area

The drug threat in Alabama is the widespread availability and abuse of illegal drugs arriving from outside the state, along with its homegrown marijuana and the increasing danger of local manufacture of methamphetamine. Conventional drugs such as cocaine, methamphetamine and marijuana comprise the bulk of drugs arriving in and shipped through Alabama. Colombian, Mexican, and Caribbean Drug Trafficking Organizations (DTOs), regional DTOs, as well as local DTOs are responsible for the transportation of these drugs. Mexican, Caribbean and regional DTOs have extensive distribution networks within the State of Alabama. Outlaw Motorcycle Gangs are also supplying methamphetamine on a very limited basis through their own distribution network within the state. Local production of methamphetamine is on the rise.

Project Goals and Objectives

1. Establish and/or continue the support of the multijurisdictional drug/violent crime task forces throughout the State
2. Promote and encourage coordination and cooperation among law enforcement agencies operating within the State
3. To provide a program that will deliver law enforcement and crime prevention training, which assist cities and counties to remove or reduce the opportunity for crime in their community and the State of Alabama.
4. To provide local law enforcement elements and selected municipalities with funding to upgrade and/or enhance law enforcement equipment
5. To support various State projects by augmenting the government budget allocations in an effort to minimize and avoid reductions in essential services and avoid the introduction of counterproductive state and local tax increases.

Brief Statement of Project Strategy

ADECA / LETS ensures that these Byrne JAG funds support all components of the criminal justice system, but has place a priority to what has been determined to be the top five priorities for funding.

1. Support and Promote Multi-Jurisdictional Drug and Violent Crime Task Force Operations
2. Support and Promote Law Enforcement Education Programs
3. Support Law Enforcement Equipment Enhancements / Upgrades
4. Support Improvements to the Alabama Criminal Justice Information Center
5. Enhance Forensic Laboratory Services

Significant Partnerships

None

Anticipated Outcomes

Significant reduction in illegal drug activity and associated crime.

Major Deliverables

New investigations/cases initiated, investigations/cases were closed, total number of individuals arrested based on task force activity, total drug amounts types seized, firearms seized, Federal and State forfeiture cases filed, value of assets seized drug-trafficking organizations disrupted and/or dismantled.

Project Identifiers:

- Canines
- Case Management
- Campus Safety
- Equipment – General / Tactical / Video – Audio
- Fire Arms
- Law Related Education
- Methamphetamine
- Sexual Offender
- Task Forces
- Vehicles – Cruisers / Others



Part 5: Please indicate whether OJP has permission to share the project abstract

If the applicant is willing for the Office of Justice Programs (OJP), in its discretion, to make the information in the project abstract above publicly available, please complete the consent section below. Please note, the applicant's decision whether to grant OJP permission to publicly release this information will not affect OJP's funding decisions. Also, if the application is not funded, granting permission will not guarantee that information will be shared, nor will it guarantee funding from any other source.

Permission not granted

Permission granted (Fill in authorized official consent below.)

On behalf of the applicant named above, I consent to the information in the project abstract above (including contact information) being made public, at the discretion of OJP consistent with applicable policies. I certify that I have the authority to provide this consent.

Authorized Official (AO) Consent	
Signature	Date
AO Name	Jim Byard, Jr
Title	Director
Organization Name	Alabama Department of Economic and Community Affairs
Phone Number	334-242-5591
Email Address	jim.byard@adeca.alabama.gov

Note: This document is to be submitted as a separate attachment with a file name that contains the words "Project Abstract."



Babington, Bill

From: Trautman, Tracey [Tracey.Trautman@usdoj.gov]
Sent: Monday, April 15, 2013 10:26 AM
To: Byard, Jim; jeff.hoover@alaska.gov; llebg@blueskynet.as; jrblackburn@azcjc.gov; Richard.Weiss@dfa.arkansas.gov; Frizzie, Scott@BSCC (Scott.Frizzie@bscc.ca.gov); jeanne.smith@cdps.state.co.us; mike.lawlor@ct.gov; Drewry.Fennell@state.de.us; Melissa.Hook@dc.gov; geraldbailey@fdle.state.fl.us; braxton.cotton@cjcc.ga.gov; thomas.morrison@bsp.guam.gov; julie.y.ebato@hawaii.gov; jerry.russell@isp.idaho.gov; julie.brotzman@isp.idaho.gov; jack.cutrone@illinois.gov; mlallen@cji.in.gov; dale.woolery@iowa.gov; jennifer.cook@ks.gov; jmichael.brown@ky.gov; joey.watson@lcle.la.gov; John.e.morris@maine.gov; eparker@goccp.state.md.us; ellen.frank@state.ma.us; etuek@michigan.gov; Jeri.Boisvert@state.mn.us; jword@dps.ms.gov; jerry.lee@dps.mo.gov; brookemarshall@mt.gov; Michael.Behm@nebraska.gov; cperry@dps.state.nv.us; Rosemary.faretra@doj.nh.gov; howard.mccoach@lps.state.nj.us; gorden.eden@state.nm.us; mike.green@dcjs.ny.gov; gwendolyn.burrell@ncdps.gov; dcarlson@nd.gov; jerome.ierome@cjpa.gov.mp; KMoore@dps.state.oh.us; suzanne.atwood@dac.state.ok.us; craig.prins@state.or.us; Irosenberg@state.pa.us; gusomoza@justicia.pr.gov; thomas.mongeau@psga.dps.ri.gov; edharmon@scdps.gov; trevor.jones@state.sd.us; bill.scollon@tn.gov; christopher.burnett@governor.state.tx.us; rbgordon@utah.gov; keith.flynn@state.vt.us; victor.browne@lepc.vi.gov; garth.wheeler@dcjs.virginia.gov; richard.torrance@commerce.wa.gov; j.norbert.federspiel@wv.gov; john.murray@wi.gov; Kebin.Haller@wyo.gov

Cc: Ray, Randy; Babington, Bill; april.herzog@alaska.gov; llebg@blueskynet.as; tvidale@azcjc.gov; doris.smith@dfa.arkansas.gov; kim.bushard@cldr.ca.gov; meg.williams@cdps.state.co.us; lisa.secondo@ct.gov; Stephen.moniz@ct.gov; christian.kervick@state.de.us; tawana.stewart@dc.gov; claytonwilder@fdle.state.fl.us; linda.davis@cjcc.ga.gov; mikilg@mail.gov.gu; kristin.l.davidson@hawaii.gov; kara.thompson@isp.idaho.gov; mike.carter@illinois.gov; mlallen@cji.in.gov; dennis.wiggins@iowa.gov; jennifer.cook@ks.gov; Dickinson, Tanya; robert.mehrtens@lcle.la.gov; yvonne@cole.state.la.us; Mary.A.Lucia@Maine.gov; eparker@goccp.state.md.us; donna.cuomo@state.ma.us; ellen.frank@state.ma.us; BeckerN@michigan.gov; Tricia.hummel@state.mn.us; snguyen@dps.ms.gov; eric.shepherd@dps.mo.gov; mthatcher@mt.gov; Lisa.Stamm@Nebraska.gov; mhamilton@dps.state.nv.us; timothy.brackett@doj.nh.gov; gusha@njdcj.org; dps.gms@state.nm.us; AnneMarie.Strano@dcjs.state.ny.us; denise.crates@dcjs.state.ny.us; gwendolyn.burrell@ncdps.gov; gpeterso@nd.gov; paul.tenorio@cjpa.gov.mp; rnfranklin@dps.state.oh.us; delynn.fudge@dac.state.ok.us; paul.egbert@state.or.us; thdannunzi@state.pa.us; larocho@justicia.pr.gov; david.ledoux@psga.dps.ri.gov; bonnieburns@scdps.net; wanda.fergen@state.sd.us; David.W.Lewis@tn.gov; jswitzer@governor.state.tx.us; rziebarth@utah.gov; keith.flynn@state.vt.us; Flemon.Lewis@lepc.vi.gov; janice.waddy@dcjs.virginia.gov; bill.johnston@commerce.wa.gov; bonnie.l.bevers@wv.gov; andrew.nowlan@wisconsin.gov; kebin.haller@wyo.gov

Subject: FY 13 State Justice Assistance Grant (JAG) now available

Dear SAA Partners:

I'm pleased to announce that the Fiscal Year (FY) 2013 State Justice Assistance Grant (JAG) solicitation has now been posted to the Bureau of Justice Assistance (BJA) JAG web page and the Grants Management System (GMS) is now open for the submission of FY 13 State JAG applications. The situation with the budget has been very fluid, and BJA is still assessing the impact of these recent changes to our budget. As such, the final JAG allocations will be released at a later date. The link to our page is found here:

https://www.bja.gov/ProgramDetails.aspx?Program_ID=59

While BJA cannot yet provide FY 2013 allocation information, we are asking that you submit an application for \$1 under FY 13 State JAG by 8PM EDT on Thursday, May 30th. Upon submission, applications will be logged in for tracking

purposes and returned (via a GMS change request), in order for the budget and budget narrative information to be updated once final allocations are known.

BJA hopes that by releasing the solicitation ahead of allocations, states/territories will be able to begin their strategic planning process and review updated FY 2013 solicitation guidance. This year, BJA's priority areas include reducing gun violence, recidivism reduction and justice system realignment, indigent defense, and evidence-based "smart" programs. In addition, we've added additional language around the purchase of Unmanned Aerial Systems (UASs).

BJA anticipates having FY 2013 JAG allocations available by early June. As soon as those allocations are available to be posted, we will send a subsequent email containing the annual "State JAG Allocation Summary" and "Ineligible Jurisdiction" spreadsheets, along with current SORNA penalty information and amounts. Finally, that email will contain a deadline by which BJA will ask states/territories to re-submit change requested applications.

The FY13 Local JAG solicitation should also be posted in early June. As always, please contact your BJA State Policy Advisor if you have any questions.

Thank you for your continued partnership—

Tracey Trautman

Tracey Trautman
Deputy Director
Bureau of Justice Assistance
U.S. Department of Justice
810 7th St. NW
Washington, DC 20531
(202) 305-1491 (desk)
(202) 353-5333 (cell)
Tracey.Trautman@usdoj.gov

*Zero budget per
email request*

Budget Detail Worksheet

Purpose: The Budget Detail Worksheet may be used as a guide to assist you in the preparation of the budget and budget narrative. You may submit the budget and budget narrative using this form or in the format of your choice (plain sheets, your own form, or a variation of this form). However, all required information (including the budget narrative) must be provided. Any category of expense not applicable to your budget may be deleted.

A. Personnel - List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization.

Name/Position	Computation	Cost
Position 1, each position entry limited to one line		\$1.00
Position 2		
Position 3		
Position 4		
Position 5		
Position 6		
SUB-TOTAL		<u>\$1.00</u>

B. Fringe Benefits - Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in budget category (A) and only for the percentage of time devoted to the project.

Name/Position	Computation	Cost
Fringe benefit 1, each benefit entry is limited to one line		
Fringe benefit 2		
Fringe benefit 3		
Fringe benefit 4		
Fringe benefit 5		
SUB-TOTAL		<u>\$0.00</u>
Total Personnel & Fringe Benefits		<u>\$1.00</u>

C. Travel - Itemize travel expenses of project personnel by purpose (e.g., staff to training, field interviews, advisory group meeting, etc.). Show the basis of computation (e.g., six people to 3-day training at \$X airfare, \$X lodging, \$X subsistence). In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and the unit costs involved. Identify the location of travel, if known. Indicate source of Travel Policies applied, Applicant or Federal Travel Regulations.

Purpose of Travel	Location	Item	Computation	Cost
Travel entry 1, two lines per entry				
Travel entry 2				
Travel entry 3				
Travel entry 4				
Travel entry 5				
Travel entry 6				
Travel entry 7				

TOTAL \$0.00

D. Equipment - List non-expendable items that are to be purchased. Non-expendable equipment is tangible property having a useful life of more than two years and an acquisition cost of \$5,000 or more per unit. (Note: Organization's own capitalization policy may be used for items costing less than \$5,000). Expendable items should be included either in the "supplies" category or in the "Other" category. Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

Item	Computation	Cost
Equipment entry 1, one line per entry		
equipment entry 2		
equipment entry 3		
equipment entry 4		
equipment entry 5		

TOTAL \$0.00

E. Supplies - List items by type (office supplies, postage, training materials, copying paper, and expendable equipment items costing less than \$5,000, such as books, hand held tape recorders) and show the basis for computation. (Note: Organization's own capitalization policy may be used for items costing less than \$5,000). Generally, supplies include any materials that are expendable or consumed during the course of the project.

Supply Items	Computation	Cost
Supply item 1, one line per entry		
supply item 2		
supply item 3		
supply item 4		
supply item 5		
supply item 6		
supply item 7		
supply item 8		
supply item 9		
		TOTAL \$0.00

F. Construction - As a rule, construction costs are not allowable. In some cases, minor repairs or renovations may be allowable. Check with the program office before budgeting funds in this category.

Purpose	Description of Work	Cost
four lines per entry, use boxes below or an additional page for more space if required		
		TOTAL \$0.00

G. Consultants/Contracts - Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisition Regulations are followed.

Consultant Fees: For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant fees in excess of \$450 per day require additional justification and prior approval from OJP.

Name of Consultant	Service Provided	Computation	Cost
Supply item 1, one line per entry	maximum of three lines		
Supply item 1, one line per entry			
Supply item 1, one line per entry			
Supply item 1, one line per entry			
<i>Subtotal</i>			\$0.00

Consultant Expenses: List all expenses to be paid from the grant to the individual consultants in addition to their fees (i.e., travel, meals, lodging, etc.)

Item	Location	Computation	Cost
Consultant expense entry 1, one line per	maximum of three lines		
	maximum of three lines		
Consultant expense entry 1, one line per	maximum of three lines		
<i>Subtotal</i>			\$0.00

Contracts: Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source contracts in excess of \$100,000.

Item	Cost	
maximum of four lines, additional information should be attached on a separate sheet(s)		
maximum of four lines		
<i>Subtotal</i>		\$0.00
TOTAL		\$0.00

H. Other Costs - List items (e.g., rent, reproduction, telephone, janitorial or security services, and investigative or confidential funds) by major type and the basis of the computation. For example, provide the square footage and the cost per square foot for rent, or provide a monthly rental cost and how many months to rent.

Description	Computation	Cost
four lines per entry, use boxes below or an additional page for more space if required		
TOTAL		\$0.00

I. Indirect Costs - Indirect costs are allowed only if the applicant has a Federally approved indirect cost rate. A copy of the rate approval, (a fully executed, negotiated agreement), must be attached. If the applicant does not have an approved rate, one can be requested by contacting the applicant's cognizant Federal agency, which will review all documentation and approve a rate for the applicant organization, or if the applicant's accounting system permits, costs may be allocated in the direct costs categories.

Description	Computation	Cost
one line per entry		
TOTAL		\$0.00

Budget Summary- When you have completed the budget worksheet, transfer the totals for each category to the spaces below. Compute the total direct costs and the total project costs. Indicate the amount of Federal requested and the amount of non-Federal funds that will support the project.

Budget Category	Amount
A. Personnel	\$1.00
B. Fringe Benefits	\$0.00
C. Travel	\$0.00
D. Equipment	\$0.00
E. Supplies	\$0.00
F. Construction	\$0.00
G. Consultants/Contracts	\$0.00
H. Other	\$0.00
Total Direct Costs	\$1.00
I. Indirect Costs	\$0.00
TOTAL PROJECT COSTS	\$1.00

Federal Request \$1.00

Non-Federal Amount _____

State of Alabama
Department of Economic and Community Affairs
Law Enforcement / Traffic Division

401 Adams Avenue, Post Office Box 5690
Montgomery, Alabama 36103-5690

*Prior
year
budget
for
reference*

Edward Byrne Memorial Justice Assistance Grant (JAG) Program
FY 2013 State Solicitation

BUDGET WORKSHEET AND BUDGET NARRATIVE

The State of Alabama, Alabama Department of Economic and Community Affairs (ADECA), Law Enforcement and Traffic Safety Division (LE&TS) allocation of the Edward Byrne Memorial Justice Assistance Grant (JAG) Program for FY2013 is \$2,778,388.00. The table below demonstrates that 10% will be allocated for Administrative Expense and 58.21%, the current VPT rate for Alabama, will be passed through to units of local government. These figures coincide with the FY2013 State JAG Allocation Summary published by DOJ.

There is a 25% match requirement for the Subgrantees of the State. However, this match requirement will not apply to the Less than \$10K Funding or the State portion of the award.

Our proposal for the FY2013 JAG Award will be an enhanced version of the same programs previously accepted under the Edward Byrne Memorial Justice Assistance Grant Program and will include various Law Enforcement Programs, Multi-jurisdictional Task Forces, equipment and automobiles purchases, the Community Crime Prevention Program, the Criminal Justice Information System program, and several special State projects.

State / ADECA / LETS Allocation FY2012	\$ 2,778,388.00	
<\$10K Allocations for State Management	\$ 586,882.00	
Total Allocation Managed by ADECA/LETS	\$ 3,365,270.00	
Total Allocation Subject to 10% Admin Expense		\$ 3,365,270.00
10 % Administrative Fee Initial Allocation	\$ 277,838.80	
10% Administrative Fee <\$10K Funds	\$ 58,688.20	
Total Administrative Fee		\$ 336,527.00
Require Pass Through Original Award @ 58.21%	\$ 1,421,407.29	
Require Pass Through <\$10K	\$ 528,193.80	
Total Required Pass Through		\$ 1,949,601.09
State Discretion	\$ 1,079,141.91	
Total State Discretion		\$ 1,079,141.91

State of Alabama
Department of Economic and Community Affairs
Law Enforcement / Traffic Division

401 Adams Avenue, Post Office Box 5690
Montgomery, Alabama 36103-5690

BUDGET NARRATIVE

Total State Award

The Bureau of Justice Statistics (BJS) calculated the Byrne JAG Award for the State of Alabama based on (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, 40 percent of the allocation will be made available to eligible units of local government and 60 percent of the allocation is awarded to the state. This year's 60 percent allocation for the State to manage is \$2,778,388.00.

Administration

The State of Alabama / Alabama Department of Economic and Community Affairs (ADECA) Law Enforcement and Traffic Safety Division (LE&TS) administrative expenses for the FY2013 Byrne JAG funding allocation will be ten percent (10%) of the state's allocated portion of the total grant award as authorized by the solicitation. Ten percent of the total grant award equals \$277,838.80 as shown in the table above.

Required Pass Through

Alabama has 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. The Variable Pass-through percentage (VPT) for Alabama for FY2013 is 58.21%.

Purpose Area Allocations

Law Enforcement Programs

Approximately 42 Law Enforcement programs, possibly more, are to be funded under the designated purpose areas. Of these, our Drug and Violent Crime Task Forces are programmed to receive the majority of funding.

In order to maintain a pervasive and all-encompassing crime fighting presence these Drug / Violent Crime Task Forces and Law Enforcement Programs will be required to match their awards with a 25% cash match. Requiring match funds will ensure a vested interest from participating subgrant elements and will the State to expand the number of programs being funded.

Our intent is to ensure a Drug / Violent Crime Task Force comprehensive presence about the state. ADECA/LE&TS plans to continue to fund all of the established programs and will attempt to fund three new programs of this category.

State of Alabama
Department of Economic and Community Affairs
Law Enforcement / Traffic Division

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Prevention and Education Programs

ADECA LE&TS plans to fund at least one grant under this purpose area and will attempt to fund more as opportunity presents itself in an effort to increase education opportunities for our law enforcement officers.

The goal is to operate a program for training that will, through workshops and curriculum development, offer technical assistance and training to various law enforcement elements of the community and deliver crime prevention training in order to assist cities and counties in the removal and/or reduction of opportunity for crime in their community. This training will provide local law enforcement, civilian personnel, and the educational community the professional level training necessary to develop, implement, and evaluate crime prevention and intervention programs in their community.

Planning, evaluation, and technology improvement programs.

ADECA / LE&TS funds two grants under this purpose area and has not made an adequate determination of exactly how much will be used toward these programs.

The Jacob Wetterling Act, also known as the Sexual Predator Notification Law, requires States to disclose information about sex offenders to the public as does the Alabama Community Notification Act (State Law). This grant is issued to the Alabama Department of Public Safety in order to keep Alabama in compliance with the aforementioned acts.

The second grant funded under this purpose area is the Alabama Criminal Justice Information Center (ACJIC). This program is the clearinghouse for all UCR reporting.

State of Alabama
Department of Economic and Community Affairs
Law Enforcement / Traffic Division

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Detailed Budget Description

Personnel Expense for the SAA Management of this program will consist of five employees. The first three are Program Managers; the last two are Program Monitors. All individuals are classified as Planning and Economic Development Specialist I/II (PED I/II). The number of pay periods indicates that all employees will be directly affiliated with this program for one year based on semi-monthly payments and will devote approximately 90% of their time if managers and approximately 20% of their time if monitors as indicate in the calculation.

Name of Employee	Position / Title	Salary	Rate Of Pay	% of Time Devoted to Project	Annual Expense	Unit Cost
Randy Ray	PED I/II ProgMngr	\$ 1,896.00	24	90%	\$ 45,504.00	\$ 40,953.60
Tom Goree	PED I/II ProgMngr	\$ 2,480.00	24	90%	\$ 59,520.00	\$ 53,568.00
Brian Forester	PED I/II ProgMngr	\$ 1,447.00	24	90%	\$ 34,728.00	\$ 31,255.20
Curtis Harris	PED I/II Monitor	\$ 1,805.00	24	20%	\$ 43,320.00	\$ 8,664.00
Chris Murphy	PED I/II Monitor	\$ 1,761.00	24	20%	\$ 42,264.00	\$ 8,452.80
						\$ 142,893.60

Fringe Benefits are calculated base on the percentage of salary dedicated to the grant. In this case, the base salary used to calculate the benefit is \$146,944.80. The FICA rate is calculated at 7.65%, Health Insurance is calculated at 14.25%, and Retirement is calculated at 11.25%.

FICA	\$	142,893.60	7.650%	\$	10,931.36
Health Insurance	\$	142,893.60	14.25%	\$	20,362.33
Retirement	\$	142,893.60	11.25%	\$	16,075.53
					\$ 47,369.22

Travel is a projected expense that includes probable local travel for the Program Managers and the Program Monitors to travel to the subgrantee site in order to provide technical assistance and review the programs. This In-State travel will be reimbursed on a per diem basis in lieu of actual expenses. The State per diem rate includes all charges for meals, lodging, fees, and tips and is paid at \$75.00 per day. Also incorporated in this figure is the projected expense for the Program Manager to travel to any conferences and/or seminars in which presentations or discussions of Byrne JAG topics are being discussed at an advanced or professional level. These are projected Out of State Out cost and will be reimbursed on an actual expense basis for reasonable and necessary expenses. The ADECA / LE&TS Subgrantee Administrative Manual sets the limits and parameters for reimbursement of all out of State expense.

Travel for monitoring, technical support, conferences, and training	\$	22,422.24
		\$ 22,422.24

State of Alabama
Department of Economic and Community Affairs
Law Enforcement / Traffic Division

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The Consultants / Contractual Services will comprise the bulk of the funding distribution. The programs described above in the **Purpose Area Allocations** will comprise fields of allocation and the list of subgrantees to receive awards from this grant. The various allocation identified below are based on required pass through funds for local government, required pass through funds from the Less than \$10K allocation made to the state, and the allowable State Discretionary portion of the award.

Grants / consultants / contracts to be made to State entities	\$ 1,079,141.91	
Grants / consultants / contracts to be made to Local Law Enforcement	\$ 1,421,407.29	
Grants to be made to local law enforcement using less than \$10k Funds	\$ 528,193.80	
		\$ 3,028,743.00

Indirect Cost of 3.68% of the total award. This rate is used for all grants and contracts with the Federal Government to which OMB Circular No. A-87 apply subject to the limitations contained in the Circular and in Section II, A of the attached file titled "Indirect Cost Negotiation Agreement". This rate was negotiated by the State of Alabama, Department of Economic and Community Affairs for the Law Enforcement and Traffic Safety Division and the U.S. Department of Labor in accordance with the authority contained in Attachments C and E of the Circular.

Indirect Cost (3.68% of the total award)	\$ 123,841.94	
		\$ 123,841.94

State of Alabama
Department of Economic and Community Affairs
Law Enforcement / Traffic Division
401 Adams Avenue, Post Office Box 5690
Montgomery, Alabama 36103-5690

Budget Summary

	Federal Funds	Non-Federal Funds
A. Personnel	\$ 146,944.80	\$0.00
B. Fringe Benefits	\$ 48,712.19	\$0.00
C. Travel	\$ 17,028.07	\$0.00
D. Equipment	\$ -	\$0.00
E. Supplies	\$ -	\$0.00
F. Construction	\$ -	\$0.00
G. Consultants/Contracts	\$ 3,028,743.00	\$0.00
H. Other	\$ -	\$0.00
Total Direct Cost	\$ 3,241,428.06	\$ -
I. Indirect Cost	\$ 123,841.94	\$0.00
Federal Request	\$ 3,365,270.00	
Non-Federal Amount		\$0.00
Toal Project Costs		\$3,365,270.00

**NEGOTIATED INDIRECT COST RATE AGREEMENT
STATE DEPARTMENT/AGENCY**

STATE/LOCAL DEPARTMENT/AGENCY
ALABAMA DEPARTMENT OF ECONOMIC AND
COMMUNITY AFFAIRS

401 Adams Avenue, Suite 580
Montgomery, AL 36103-5690

DATE: October 26, 2012

FILE REF: This replaces
the agreement dated
August 22, 2011

The indirect cost rate(s) contained in this agreement are for use on grants and contracts with the Federal Government to which OMB Circular No. A-87 (2 CFR Part 225) apply subject to the limitations contained in the Circular and in Section II, A, below. The rate(s) were negotiated by the State of Alabama Department of Economic and Community Affairs and the U.S. Department of Labor in accordance with the authority contained in Attachments C and E of the Circular.

SECTION I: RATES

TYPE	EFFECTIVE PERIOD		RATE*	LOCATION	APPLICABLE TO¹
	FROM	TO			
Final	10/01/10	9/30/11	5.08 %	All	OWD
Final	10/01/10	9/30/11	4.30 %	All	LETS
Final	10/01/10	9/30/11	2.27 %	All	CDP
Final	10/01/10	9/30/11	1.32 %	All	SS
Final	10/01/10	9/30/11	3.18 %	All	ED
Final	10/01/10	9/30/11	13.49 %	All	SP
Final	10/01/10	9/30/11	8.89 %	All	OWR
Final	10/01/10	9/30/11	0.76 %	All	ARA
Provisional	10/01/11	9/30/12	4.26 %	All	OWD
Provisional	10/01/11	9/30/12	3.68 %	All	LETS
Provisional	10/01/11	9/30/12	1.84 %	All	CDP
Provisional	10/01/11	9/30/12	1.16 %	All	SS
Provisional	10/01/11	9/30/12	4.15 %	All	ED
Provisional	10/01/11	9/30/12	9.74 %	All	SP
Provisional	10/01/11	9/30/12	8.64 %	All	OWR
Provisional	10/01/11	9/30/12	0.70 %	All	ARA
Provisional	10/01/12	9/30/13	5.08 %	All	OWD
Provisional	10/01/12	9/30/13	4.30 %	All	LETS
Provisional	10/01/12	9/30/13	2.27 %	All	CDP
Provisional	10/01/12	9/30/13	1.32 %	All	SS
Provisional	10/01/12	9/30/13	3.18 %	All	ED
Provisional	10/01/12	9/30/13	13.49 %	All	SP
Provisional	10/01/12	9/30/13	8.89 %	All	OWR
Provisional	10/01/12	9/30/13	0.76 %	All	ARA

(¹See Special Remarks)

BASE*:

Total direct costs less capital equipment (buildings, individual items of equipment; alterations and innovations).

TREATMENT OF FRINGE BENEFITS:

Fringe benefits related to direct salaries and wages are treated as direct costs and are listed in the Special Remarks Section of this Agreement.

TREATMENT OF PAID ABSENCES:

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims for the cost of these paid absences are not made.

SECTION II: GENERAL

A. LIMITATIONS:

Use of the rate(s) contained in this agreement is subject to any statutory or administrative limitations and is applicable to a given grant or contract only to the extent that funds are available. Acceptance of the rate(s) agreed to herein is predicated upon the conditions:

- (1) that no costs other than those incurred by the organization or allocated to the organization via an approved central service cost allocation plan were included in its indirect cost pool as finally accepted; that such incurred cost are legal obligations of the organization and are allowable under the governing cost principles;
- (2) that the same costs that have been treated as indirect costs have not been claimed as direct costs;
- (3) that similar types of costs have been accorded consistent accounting treatment; and
- (4) that the information provided by the organization used as a basis for acceptance of the rate(s) agreed to is not subsequently found to be materially incomplete or inaccurate.

The cited rates are subject to audit.

B. ACCOUNTING CHANGES:

The organization is required to provide written notification to the indirect cost negotiator prior to implementing any changes that could affect the applicability of the approved rates. Changes in the indirect cost recovery plan, which may result from changes such as the method of accounting or organizational structure, require the prior written approval of the Division of Cost Determination (DCD). Failure to obtain such prior written approval may result in cost disallowance.

C. PROVISIONAL-FINAL RATES:

The organization must submit a proposal to establish a final rate within six months after their fiscal year end. Billings and charges to Federal awards must be adjusted if the final rate varies from the provisional rate. If the final rate is greater than the provisional rate and there are no funds available to cover the additional indirect costs, the organization may not recover all indirect costs. Conversely, if the final rate is less than the provisional rate, the organization will be required to pay back the difference to the funding agency.

Indirect costs allocable to a particular award or other cost objective may not be shifted to other Federal awards to overcome funding deficiencies, or to avoid restrictions imposed by law or by terms of the award.

D. USE BY OTHER FEDERAL AGENCIES:

The rates in this agreement were approved in accordance with the authority in OMB Circular No. A-87 (2 CFR Part 225) and should be applied to grants, contracts, and other agreements covered by the CFR, subject to any limitations in Section II, A. above.

A copy of this agreement is to be provided by the organization to other Federal funding sources as a means of notifying them of the terms contained herein.

E. SPECIAL REMARKS:

1. Indirect costs allocable to a particular award or other cost objective may not be shifted to other Federal awards to overcome funding deficiencies, or to avoid restrictions imposed by law or by terms of the award.
2. Indirect costs charged to Federal grants/contracts by means other than the rate(s) cited in this Agreement should be adjusted to the applicable rate cited herein and applied to the appropriate base to identify the proper amount of indirect costs allocable to the program.
3. Grants/contracts providing for ceilings as to the indirect cost rates(s) or amount(s) which are indicated in Section I above, will be subject to the ceilings stipulated in the contract or grant agreements. The ceiling rate or the rate(s) cited in this Agreement, whichever is lower, will be used to determine the maximum allowable indirect cost on the grant or contract agreement.
4. Fringe benefits other than paid absences include Health Insurance, FICA, Retirement and State Unemployment Insurance.
5. Rates in Section I, above, provide for reimbursement of Direct Billed Support and Central Services (data processing, printing, communication, motor pool, supplies, postage, personnel department and insurance). The indirect cost pool includes Divisional and Departmental Indirect (facilities, property management, payroll, human resources, purchasing, audit & review, program integrity, legal, graphic arts, director's

office, fiscal services, communications & information and termination costs) and other related costs.

6. Division abbreviations show in Section I, above, are described as follows:

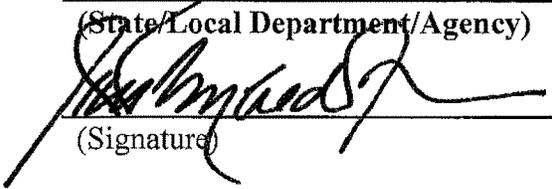
- OWD = Office of Workforce Development
- LETS = Law Enforcement & Traffic Safety
- CDP = Community Development Programs
- SS = Support Services
- ED = Energy, Weatherization and Technology Division
- SP = Surplus Property
- OWR = Office of Water Resources
- ARA = Alabama Research Alliance

ACCEPTANCE

BY THE STATE/LOCAL DEPT/AGENCY:

**ALABAMA DEPARTMENT OF ECONOMIC
AND COMMUNITY AFFAIRS**
401 Adams Avenue, Suite 580
Montgomery, AL 36103-5690

(State/Local Department/Agency)



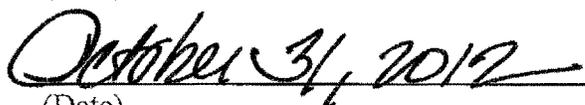
(Signature)

Mr. Jim Byard, Jr.

(Name)

Director

(Title)

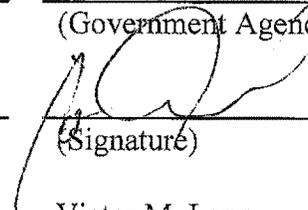


(Date)

**BY THE COGNIZANT AGENCY ON BEHALF
OF THE FEDERAL GOVERNMENT:**

U.S. DEPARTMENT OF LABOR
Division of Cost Determination, Room S-1510
200 Constitution Avenue, NW
Washington, D.C. 20210

(Government Agency)



(Signature)

Victor M. Lopez

(Name)

Chief, Division of Cost Determination

(Title)

October 26, 2012

(Date)

DOL Representative: Margie Merced
Telephone No: (202) 693-4104

**NEGOTIATED INDIRECT COST RATE AGREEMENT
STATE DEPARTMENT/AGENCY**

STATE/LOCAL DEPARTMENT/AGENCY
ALABAMA DEPARTMENT OF ECONOMIC AND
COMMUNITY AFFAIRS
 401 Adams Avenue, Suite 580
 Montgomery, AL 36103-5690

DATE: October 26, 2012
FILE REF: This replaces
 the agreement dated
 August 22, 2011

The indirect cost rate(s) contained in this agreement are for use on grants and contracts with the Federal Government to which OMB Circular No. A-87 (2 CFR Part 225) apply subject to the limitations contained in the Circular and in Section II, A, below. The rate(s) were negotiated by the State of Alabama Department of Economic and Community Affairs and the U.S. Department of Labor in accordance with the authority contained in Attachments C and E of the Circular.

SECTION I: RATES

TYPE	EFFECTIVE PERIOD		RATE*	LOCATION	APPLICABLE TO¹
	FROM	TO			
Final	10/01/10	9/30/11	5.08 %	All	OWD
Final	10/01/10	9/30/11	4.30 %	All	LETS
Final	10/01/10	9/30/11	2.27 %	All	CDP
Final	10/01/10	9/30/11	1.32 %	All	SS
Final	10/01/10	9/30/11	3.18 %	All	ED
Final	10/01/10	9/30/11	13.49 %	All	SP
Final	10/01/10	9/30/11	8.89 %	All	OWR
Final	10/01/10	9/30/11	0.76 %	All	ARA
Provisional	10/01/11	9/30/12	4.26 %	All	OWD
Provisional	10/01/11	9/30/12	3.68 %	All	LETS
Provisional	10/01/11	9/30/12	1.84 %	All	CDP
Provisional	10/01/11	9/30/12	1.16 %	All	SS
Provisional	10/01/11	9/30/12	4.15 %	All	ED
Provisional	10/01/11	9/30/12	9.74 %	All	SP
Provisional	10/01/11	9/30/12	8.64 %	All	OWR
Provisional	10/01/11	9/30/12	0.70 %	All	ARA
Provisional	10/01/12	9/30/13	5.08 %	All	OWD
Provisional	10/01/12	9/30/13	4.30 %	All	LETS
Provisional	10/01/12	9/30/13	2.27 %	All	CDP
Provisional	10/01/12	9/30/13	1.32 %	All	SS
Provisional	10/01/12	9/30/13	3.18 %	All	ED
Provisional	10/01/12	9/30/13	13.49 %	All	SP
Provisional	10/01/12	9/30/13	8.89 %	All	OWR
Provisional	10/01/12	9/30/13	0.76 %	All	ARA

(¹See Special Remarks)

BASE*:

Total direct costs less capital equipment (buildings, individual items of equipment; alterations and innovations).

TREATMENT OF FRINGE BENEFITS:

Fringe benefits related to direct salaries and wages are treated as direct costs and are listed in the Special Remarks Section of this Agreement.

TREATMENT OF PAID ABSENCES:

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims for the cost of these paid absences are not made.

SECTION II: GENERAL

A. LIMITATIONS:

Use of the rate(s) contained in this agreement is subject to any statutory or administrative limitations and is applicable to a given grant or contract only to the extent that funds are available. Acceptance of the rate(s) agreed to herein is predicated upon the conditions:

- (1) that no costs other than those incurred by the organization or allocated to the organization via an approved central service cost allocation plan were included in its indirect cost pool as finally accepted; that such incurred cost are legal obligations of the organization and are allowable under the governing cost principles;
- (2) that the same costs that have been treated as indirect costs have not been claimed as direct costs;
- (3) that similar types of costs have been accorded consistent accounting treatment; and
- (4) that the information provided by the organization used as a basis for acceptance of the rate(s) agreed to is not subsequently found to be materially incomplete or inaccurate.

The cited rates are subject to audit.

B. ACCOUNTING CHANGES:

The organization is required to provide written notification to the indirect cost negotiator prior to implementing any changes that could affect the applicability of the approved rates. Changes in the indirect cost recovery plan, which may result from changes such as the method of accounting or organizational structure, require the prior written approval of the Division of Cost Determination (DCD). Failure to obtain such prior written approval may result in cost disallowance.

C. PROVISIONAL-FINAL RATES:

The organization must submit a proposal to establish a final rate within six months after their fiscal year end. Billings and charges to Federal awards must be adjusted if the final rate varies from the provisional rate. If the final rate is greater than the provisional rate and there are no funds available to cover the additional indirect costs, the organization may not recover all indirect costs. Conversely, if the final rate is less than the provisional rate, the organization will be required to pay back the difference to the funding agency.

Indirect costs allocable to a particular award or other cost objective may not be shifted to other Federal awards to overcome funding deficiencies, or to avoid restrictions imposed by law or by terms of the award.

D. USE BY OTHER FEDERAL AGENCIES:

The rates in this agreement were approved in accordance with the authority in OMB Circular No. A-87 (2 CFR Part 225) and should be applied to grants, contracts, and other agreements covered by the CFR, subject to any limitations in Section II, A. above.

A copy of this agreement is to be provided by the organization to other Federal funding sources as a means of notifying them of the terms contained herein.

E. SPECIAL REMARKS:

1. Indirect costs allocable to a particular award or other cost objective may not be shifted to other Federal awards to overcome funding deficiencies, or to avoid restrictions imposed by law or by terms of the award.
2. Indirect costs charged to Federal grants/contracts by means other than the rate(s) cited in this Agreement should be adjusted to the applicable rate cited herein and applied to the appropriate base to identify the proper amount of indirect costs allocable to the program.
3. Grants/contracts providing for ceilings as to the indirect cost rates(s) or amount(s) which are indicated in Section I above, will be subject to the ceilings stipulated in the contract or grant agreements. The ceiling rate or the rate(s) cited in this Agreement, whichever is lower, will be used to determine the maximum allowable indirect cost on the grant or contract agreement.
4. Fringe benefits other than paid absences include Health Insurance, FICA, Retirement and State Unemployment Insurance.
5. Rates in Section I, above, provide for reimbursement of Direct Billed Support and Central Services (data processing, printing, communication, motor pool, supplies, postage, personnel department and insurance). The indirect cost pool includes Divisional and Departmental Indirect (facilities, property management, payroll, human resources, purchasing, audit & review, program integrity, legal, graphic arts, director's

office, fiscal services, communications & information and termination costs) and other related costs.

6. Division abbreviations show in Section I, above, are described as follows:

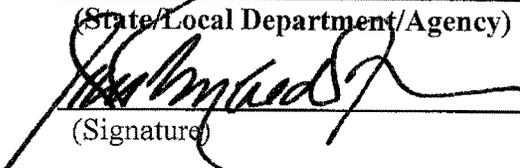
- OWD = Office of Workforce Development
- LETS = Law Enforcement & Traffic Safety
- CDP = Community Development Programs
- SS = Support Services
- ED = Energy, Weatherization and Technology Division
- SP = Surplus Property
- OWR = Office of Water Resources
- ARA = Alabama Research Alliance

ACCEPTANCE

BY THE STATE/LOCAL DEPT/AGENCY:

**ALABAMA DEPARTMENT OF ECONOMIC
AND COMMUNITY AFFAIRS**
401 Adams Avenue, Suite 580
Montgomery, AL 36103-5690

(State/Local Department/Agency)



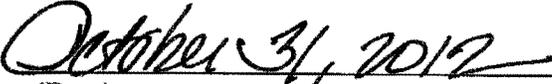
(Signature)

Mr. Jim Byard, Jr.

(Name)

Director

(Title)

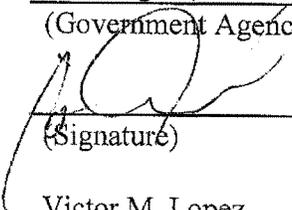


(Date)

**BY THE COGNIZANT AGENCY ON BEHALF
OF THE FEDERAL GOVERNMENT:**

U.S. DEPARTMENT OF LABOR
Division of Cost Determination, Room S-1510
200 Constitution Avenue, NW
Washington, D.C. 20210

(Government Agency)



(Signature)

Victor M. Lopez

(Name)

Chief, Division of Cost Determination

(Title)

October 26, 2012

(Date)

DOL Representative: Margie Merced
Telephone No: (202) 693-4104

State of Alabama
Department of Economic and Community Affairs
Law Enforcement / Traffic Division
401 Adams Avenue, Post Office Box 5690
Montgomery, Alabama 36103-5690

Edward Byrne Memorial Justice Assistance Grant (JAG) Program
FY2013 State Solicitation

REVIEW NARRATIVE

Grant Application Reviews

The United States Department of Justice (USDOJ) Office of Justice Programs (OJP) Bureau of Justice Assistance (BJA) requires that the State Administering Agency (SAA), as the applicant for the FY2013 Edward Byrne Memorial Justice Assistance Grant (JAG) Program, make the grant application available for review to the governing body of the State, or to an organization designated by that governing body, not fewer than 30 days before the application is submitted to the USDOJ OJP BJA. Also, the SAA is required to provide an assurance that the FY2013 Edward Byrne Memorial Justice Assistance Grant (JAG) Program grant application or any future amendment was made public and an opportunity to comment was provided to citizens and to neighborhood or community organizations to the extent applicable law or established procedure makes such an opportunity available.

To comply with these two grant application review requirements, ADECA / LETS, as the State of Alabama's SAA for the FY2013 Edward Byrne Memorial Justice Assistance Grant (JAG) Program, states as follows:

In accordance with the first of these two FY2013 Byrne JAG, application review requirements, the State of Alabama, by and through the ADECA LETS Division, states that the State has made this FY2013 Edward Byrne Memorial Justice Assistance Grant (JAG) Program grant application available for review to the governing body of the State as required before being submitted to the USDOJ OJP BJA.

The State, by and through the ADECA LETS Division, has communicated in writing to State Representative Jack Williams, Chairman of the ADECA Legislative Oversight Committee, with regards to the State's addressing and considering the review of this FY2013 Edward Byrne Memorial Justice Assistance (JAG) Grant application by the State's governing body. The ADECA LETS Division has made a part hereof this FY2013 Byrne (JAG) Program grant application the written correspondence authenticating the written communication that was submitted to Representative Williams on April 19, 2013. Contained below is a representative letter of that which was sent to Representative Williams from the ADECA Director Mr. Jim Byard, Jr. The actual signed letter is in a PDF document and is uploaded as a separate attachment.

State of Alabama
Department of Economic and Community Affairs
Law Enforcement / Traffic Division

401 Adams Avenue, Post Office Box 5690
Montgomery, Alabama 36103-5690

The Honorable Jack Williams
Alabama House of Representatives
ADECA Legislative Oversight Committee
11 South Union Street, Room 534-C
Montgomery, Alabama 36130

Dear Representative Williams,

Enclosed for your review, per Federal guidelines, is the Alabama Department of Economic and Community Affairs (ADECA) Law Enforcement and Traffic Safety Division (LETS Division) request for grant funds under the FY2013 Edward J. Byrne Memorial Justice Assistance Grant (JAG) Program. The Byrne JAG Program grant funds are authorized pursuant to 42 United States Code Section 3750.

This law requires a review of the State of Alabama's JAG Program grant application by the State Legislature or its designated body (the ADECA Legislative Oversight Committee). Following such review, the State (by and through the ADECA LETS Division) must certify that such review has occurred pursuant to the JAG Program grant application requirement at "Certified Assurances Number 3."

Alabama and the ADECA LETS Division are making an impact on violent crime and illegal drug use through the expenditure of the JAG Program grant funds. The State Legislature's support of the continuance of the State's receipt of the JAG Program grant funds is appreciated.

Should you have questions concerning this matter, or if the ADECA LETS Division staff members can be of assistance, please call on us.

Sincerely,

Jim Byard, Jr.
Director, ADECA

State of Alabama
Department of Economic and Community Affairs
Law Enforcement / Traffic Division

401 Adams Avenue, Post Office Box 5690
Montgomery, Alabama 36103-5690

In accordance with the second of these two FY2013 Byrne JAG Grant application review requirements, the State of Alabama, by and through the ADECA LETS Division, states that the State has made this FY2013 Byrne JAG Grant application available and provided to the citizens and neighborhood or community organizations an opportunity to comment on this grant application to the extent required by DOJ.

This was achieved via a public notice having been published in *The Birmingham News* newspaper, the *Mobile Press Register* newspaper, and the *Montgomery Advertiser* newspaper.

The ADECA LETS Division has made a part hereof this FY2013 Byrne JAG Grant application the public notice that was published prior to application submission deadline. Contained below is a representation of the published public notice.

**Notice of Availability of Federal Grant Application for
Public Review and Comment**

The Alabama Department of Economic and Community Affairs (ADECA) Law Enforcement and Traffic Safety Division (LETS Division) is making available to the citizens and neighborhood or community organizations of the State of Alabama, for their public review and comment, the State of Alabama's federal grant application to be submitted no later than 8:00 p.m. eastern time on May 30, 2013 to the United States Department of Justice (USDOJ) Office of Justice Programs (OJP) Bureau of Justice Assistance (BJA), pursuant to the Fiscal Year 2013 Edward Byrne Memorial Justice Assistance Grant (JAG) Program, CFDA 16.738.

Specifically, under this solicitation, ADECA/LETS will be making awards to assist state, local, and tribal efforts to prevent or reduce crime and violence. To view an electronic version of this grant application, please access the ADECA website at www.adeca.alabama.gov/LETS.

Comments on this application will be accepted in writing via facsimile at 334-242-0712 or by mail at the following address: Mr. William M. Babington, Division Chief; ADECA/LETS Division; P.O. Box 5690; Montgomery, AL 36103-5690.

Jim Byard, Jr.
ADECA Director