

GRANT PROGRAM ANNOUNCEMENT

PROJECT SAFE NEIGHBORHOODS INITIATIVE Gun and Gang Crime Prevention



INTRODUCTION

The District of Arizona's Project Safe Neighborhoods (PSN) Executive Council, in cooperation with the Bureau of Justice Assistance (BJA), a component of the Office of Justice Programs, U. S. Department of Justice, seeks grant proposals under the following purpose areas in support of the Arizona Project Safe Neighborhood Initiative. This initiative is a statewide effort seeking to prevent and reduce violent firearms and gang crime. The Arizona Criminal Justice Commission (ACJC) has been selected by the PSN Executive Council to act as the fiscal agent for the disbursement and oversight of PSN funds awarded to sub-grantees.

Approved PSN Purpose Area:

Forensic Firearms Testing/NIBIN:

Grant funds under this purpose area will be awarded for the purpose of clerical overtime support (supplanting rules apply) or overtime and intermittent pay for individuals/officers responsible for the forensic testing, e.g., fingerprinting, DNA, NIBIN related activities, and/or tool mark analysis, of guns and ammunition used or possessed in connection with criminal activity or used or possessed by prohibited possessors. Funding for temporary employees for these purposes may be awarded. Some equipment related requests may be considered; however, these requests are considered a lesser priority to overtime expenses designed to reduce backlogs and process new firearms testing cases.

Total Available \$141,662 - Multiple grants may be awarded.

FUNDING

The PSN Initiative Grant program size has been set by the PSN Executive Council at \$141,662. Grants will be awarded for a 12-month period from July 1, 2012 – June 30, 2013. There is no match requirement for this grant.

WHO CAN APPLY

- Non-federal law enforcement agencies
- State and local units of government

APPLICATION PROCESS

The application and notice will be posted on the Arizona Criminal Justice Commission web site, www.azcjc.gov, on Monday, May 14, 2012.

Applications must be completed and received through the Arizona Criminal Justice Commission web site no later than 3:00 p.m. on June 22, 2012.

No late applications will be accepted.

HOW TO APPLY

You will create, submit and monitor your application through a private, secure web site, <http://www.azcjc.gov/GMS2/Login.aspx>

Upon verification of your eligibility to apply for funds, log-in information will be e-mailed to you. The application must be completed on this web site and submitted electronically. If you are having difficulties with the system, please call our office at 602-364-1146 or e-mail us at psn@azcjc.gov.

PROGRAM STRATEGY

This grant selection is part of a continuing effort to support the strategic planning and accountability components of the Arizona Project Safe Neighborhoods Initiative. The selected sub-grantee will support and assist the Arizona PSN Executive Council in their efforts to support projects that will improve the long-term ability of federal, state, and local partners to prevent violent firearms and gang-related crime.

REPORTING AND SPECIAL REQUIREMENTS

Applicants are required to submit quarterly financial and progress reports to the fiscal agent (Arizona Criminal Justice Commission) and cooperate fully in any national and statewide strategy to support the PSN initiative. Applicants must also agree to work with federal monitors or auditors as requested by the fiscal agent or the federal government.

A copy of the last available A-133 audit report, if applicable, must be submitted to the Arizona Criminal Justice Commission with the signed Grant Agreement.

Equal Employment Opportunity Plan (EEOP)

Declaration Claiming Exemption from the EEOP Submission Requirement and Certifying That an EEOP Is on File for Review: An EEOP must be developed by each DOJ grant recipient with 50 or more employees that receives an award of \$25,000 or more either directly from the Office of Justice Programs (OJP) or as a sub-grant from a state planning agency such as the Commission.

Declaration Claiming Complete Exemption: Regardless of the amount of funding or number of employees, if the recipient agency is an educational institution, non-profit organization, Indian tribe or medical institution, the agency is eligible to file a certification form claiming complete exemption from the EEOP requirement.

Submissions of the EEOP vary depending on the entity type, number of employees and funding level of a grantee agency.

An acceptable Equal Employment Opportunity Plan or Certification Form Claiming Complete Exemption must be submitted to the Office of Justice Programs (OJP), U.S. Department of Justice, Office for Civil Rights, 810 7th Street N.W., Washington D.C. 20531 if the grantee is required to submit one pursuant to 28 CFR 42.302. An EEOP is a comprehensive document that analyzes a

recipient's relevant labor market data, as well as the recipient's employment practices, to identify possible barriers to the participation of women and minorities in all levels of a recipient's workforce. Its purpose is to ensure the opportunity for full and equal participation of men and women in the workplace, regardless of race, color or national origin. The Department of Justice (DOJ) comprehensive guidelines for developing an Equal Employment Opportunity Plan can be found at 28 CFR § 42.301 et seq.

The following guidelines should be used to determine what information, if any must be submitted to Office for Civil Rights (OCR):

An agency **must submit** a Certification Form Claiming Complete Exemption if it is a non-profit organization, educational institution, Indian tribe or medical institution or is not receiving a signed grant or sub-grant award of at least \$25,000. A certification form must be completed and filed with the OCR and a copy sent to the Commission (certification form is attached).

An agency **must submit** a copy of its EEOP or EEOP Short Form to OCR and send a copy to the Commission if it is receiving a single grant award of \$500,000.

All grantees must forward to OCR a copy of any finding for discrimination made against their agency after a due process hearing (within the past three years) within 30 days of such finding. For more information consult the Office for Civil Rights (OCR) web site at www.ojp.usdoj.gov/ocr.

CERTIFICATIONS

Civil Rights

All recipients of federal funds, regardless of the type of entity or the amount of money awarded, must provide assurance that they will not discriminate against any person on the grounds of race, color, religion, sex, national origin, age or disability, in any program or activity funded in whole or in part by federal financial assistance. The recipient must certify that it will comply with all applicable non-discrimination laws and regulations, and must submit this assurance with the online application as a condition of receiving federal funds (See 28 CFR 42.204).

Specifically, the statute that governs OJP funded programs or activities (Section 809 C), Omnibus Crime Control & Safe Streets Act of 1968, as amended 42 U.S.C. 3789d, (the OJP program statute), prohibits such discrimination, as follows:

No person in any State shall on the ground of race, color, religion, national origin, sex (or disability)* be excluded from participation in, be denied the benefits of, or be subjected to discrimination under or denied employment in connection with any program or activity funded in whole or in part with funds made available under this title.

*Section 504 of the Rehabilitation Act of 1973 prohibits identical discrimination on the basis of disability.

The Assistant Attorney General of OJP has delegated the enforcement of civil rights compliance of all OJP grantees to the Director, Office for Civil Rights (OCR). The director has civil rights enforcement responsibilities and determines through established policies and procedures whether

any person is being excluded from participating in, denied the benefits of, subjected to discrimination under, or denied employment in connection with the program or activity receiving OJP fund on these grounds. Where such discriminatory actions are found through compliance reviews or complaint processing the recipient agency may be determined to be in noncompliance for violation of the law and of its signed assurances. If attempts to secure voluntary compliance through negotiations are not successful, the sanction of suspension or termination of funding is required by statute. Some specific forms of discrimination that are prohibited are set out in the OJP program statute's implementing regulations 28 CFR 42.203 and 28 CFR 42.403 section 504. For more information consult the Office for Civil Rights (OCR) web site at www.ojp.usdoj.gov/ocr.

ALLOCATION PROCESS

Applications will be reviewed and evaluated by the fiscal agent. The proposed allocation of funds will be based on the amount requested and the following factors:

- (a) The extent to which the proposed activities help the state to meet the goals of the preventing and reducing violent firearms and gang-related crime.
- (b) Goals, objectives and performance measures that clearly outline program activities
- (c) The technical feasibility of the proposal and extent to which the proposal appears reasonable based on the agency structure
- (d) The reasonableness of the budget
- (e) Approval of the proposed activities by the Bureau of Justice Assistance.

The fiscal agent will present a proposed funding allocation plan to the PSN Executive Council for review. The (Council) will approve the final funding allocation plan. Funds will then be disbursed to agencies in accordance with the (Council's) final approved allocation plan. Funds will be disbursed to agencies on a reimbursement basis, upon submission of reports showing expenditures.

QUESTIONS

Questions concerning this program, or the application process, should be directed to Debby Finkel at the Arizona Criminal Justice Commission at 602-364-1191 or e-mail us at psn@azcjc.gov.