

ARIZONA CRIMINAL JUSTICE COMMISSION

FY 2010 COMPETITIVE GRANT ANNOUNCEMENT

DRUG, GANG, AND VIOLENT CRIME CONTROL PROGRAM

Eligibility

State, county, local, and tribal criminal justice agencies that meet the qualifications are eligible to apply.

Deadline

All applications are due by 3:00 p.m. on April 24, 2009.

Notice

The American Recovery and Reinvestment Act (ARRA) of 2009 mandates strict deadlines and additional reporting requirements.

For Assistance

If you have any questions about this grant solicitation or are having difficulties with the grant management system, contact Tiffany Ashworth, Grant Coordinator at (602) 364-1168, Kathy Karam, Program Manager at (602) 364-1162 or e-mail ACJC at dcadmin@azcjc.gov.

ABOUT THE DRUG, GANG, AND VIOLENT CRIME CONTROL PROGRAM (DC)

The Drug, Gang, and Violent Crime Control Program (DC) allows state, county, local and tribal governments to support activities that combat drug, gangs, and violent crime. The DC program provides enhanced funding to support the components of a statewide, system-wide enhanced drug, gang, and violent crime control program to ensure that efforts remain balanced throughout the criminal justice system as stated in the [2008-2011 Arizona Drug, Gang, and Violent Crime Control Strategy](#), including the FY 2010 expansion of the strategy to include all seven JAG purpose areas.

The Edward Byrne Memorial Justice Assistance Grant (Byrne/JAG) funds awarded to Arizona by the United States Department of Justice, Bureau of Justice Assistance (DOJ/BJA) continues to support program activities along with state Drug and Gang Enforcement Account (DEA) funds established under A.R.S. §41-2402.

These two sources of funds, along with matching funds, can be used in combination for state, county and local initiatives, technical assistance, training, personnel, supplies, and contractual support in any one or more of the following priority areas listed below.

1. Multi-agency, multi-jurisdictional, drug, gang, and violent crime task forces, their tandem prosecution projects, and statewide civil forfeiture projects
2. Criminal Justice Records Improvement Projects (CJRIP)
3. Forensic laboratories, court adjudication activities, corrections including community corrections projects and drug treatment in correctional and jail facilities
4. Prevention and education projects.
5. Any other purpose area listed in the Justice Assistance Grant (JAG) program.

Historically in Arizona, multi-jurisdictional, multi-agency drug task forces has been supported primarily through the Edward Byrne Memorial State and Local Law Enforcement Assistance Formula Grant (Byrne Formula Grant Program), which was appropriated under the 1988 Anti-Drug Abuse Act (Public Law 100-690) and administered to states by the U.S. Department of Justice, Bureau of Justice Assistance (DOJ/BJA). As part of the 2005 Consolidated Appropriations Act (Public Law 108-477) intended to streamline justice funding and grant administration, Congress merged the Byrne Formula Grant Program with the Local Law Enforcement Block Grant program and established the Byrne Justice Assistance Grant (JAG) Program.

INTRODUCTION

The Arizona Criminal Justice Commission (ACJC) is publishing this notice to announce the availability of funds for the Drug, Gang, and Violent Crime Control Program (DC) to be distributed during FY 2010. Arizona prioritizes the use of these funds in the support of multi-agency, multi-jurisdictional drug, gang, and related violent crime task forces, tandem prosecution projects, and projects that support these efforts, such as drug adjudication, drug forensic analysis activities, and drug corrections/community corrections, proven drug treatment in correctional facilities and, drug education/prevention projects. In addition, funds support other criminal justice projects that will enhance the investigation and prosecution of criminal offenders and projects that will improve the effectiveness and efficiency of the criminal justice system that have an impact of reducing crime and are eligible for funding under the federal Byrne Justice Assistance Grant.

One of the goals of the DC program is to continually improve the level of effectiveness of collaborative enforcement efforts. ACJC is able to meet this goal by leveraging federal funds to reduce drug trafficking, drug-related violent crime, and criminal street gang activities throughout Arizona. These efforts must go beyond the investigative resources of individual agencies. They must cross jurisdictional boundaries and lead to the arrest, prosecution, and sentencing of drug law violators. In addition, projects are strongly encouraged to coordinate efforts with related projects and other funding initiatives such as the direct local agency Byrne/JAG funds, methamphetamine interdiction, Homeland Security, High Intensity Drug Trafficking Area (HIDTA) and strategies for improving criminal history and law enforcement technology. Any other purpose area in JAG will also be considered as funds are available.

Agencies that previously have not received funding under the DC program are encouraged to apply. Agencies within jurisdictions that receive a direct Byrne/JAG award from DOJ/BJA remain eligible to apply for DC program funds.

PROGRAM STRATEGY

This program is designed to implement projects identified in the [2008-2011 Arizona Drug, Gang, and Violent Crime Control Strategy](#), which will be used for the years 2008 through 2011 and was approved by the Arizona Criminal Justice Commission on January 24, 2008, then submitted to the DOJ/BJA on January 30, 2008.

On March 19, 2009, the Arizona Criminal Justice Commission approved an expansion of the purpose areas to include other projects in any of the seven JAG purpose areas.

PRIORITY PROJECTS

The Arizona Criminal Justice Commission has approved the use of DC funding to projects pursuant to the Arizona Revised Statutes §41-2402 and the Department of Justice Reauthorization Act of 2005, 42 U.S.C. 3750 et seq., Section 500. The following priority areas are:

Priority #1 Multi-agency, multi-jurisdictional drug, gang and violent crime task forces¹, their tandem prosecution projects and statewide civil forfeiture efforts

Project Activities:

- Projects that encourage collaborative investigation, interdicts and apprehends drug, gang, and associated violent crimes by law enforcement personnel.
- Prosecution activities that, in addition to serving as direct support to the task force, effectively prosecute drug, gang, and associated violent crime.
- Civil asset forfeiture activities that enhance the investigation and identification of money laundering operations related to drug, associated gang and violent criminal activities.

¹ A multi-agency, multi-jurisdictional task force is defined as a formal arrangement involving three or more law enforcement agencies along with at least one prosecutorial agency to work, investigate, interdict and prosecute collaboratively on drug, gang, and related violent crime activities. Cross jurisdictional boundaries are encouraged, such as intrastate, interstate, and international.

The DOJ/BJA has identified critical components that ensure successful multi-agency, multi-jurisdictional task forces:

- Written interagency agreements establishing guidelines;
- Prosecutor involvement;
- Computerized information/intelligence sharing;
- Communication among task force members;
- Coordination of effort;
- Experienced leadership;
- Effective asset seizure and forfeiture activities;
- Commitment to long-term funding;
- Clearly formulated goals, objectives, and performance measures;
- Collection of data, monitoring, and evaluation; and
- Technical assistance and training programs that draw on the experiences of more seasoned task force supervisors' expertise.

Of these components, open and clear communication with task force participants and outside agencies, such as prosecutorial and tribal government agencies, are encouraged to ensure any and all key information and knowledge is disseminated to ensure the success of the program in the eradication of drugs, gangs, and related violent crimes within Arizona.

Priority #2 Improvement to criminal justice records improvement and information sharing projects
(Will be advertised under the GERALD HARDT MEMORIAL CRIMINAL JUSTICE RECORDS IMPROVEMENT PROGRAM announcement)

Priority #3 Adjudication, forensic drug analysis, drug offender correction/community corrections projects, and drug treatment in correctional facilities

Project Activities:

- Court delay reduction programs through the enhancement of court processes including the appointment of judges pro tempore, and additional clerical support.
- Pretrial/Probation drug testing programs and related improvements.
- Enhancement to forensic laboratories that serve as support to the task forces and prosecution for increased processing of drug analyses and the reduction of backlog cases.
- Enhance public correctional resources and improve the correction system for drug, gang and related violent offenders. Provide proven drug treatment programs within the jails and correctional institutions.

Priority #4 Drug prevention and education projects

Project Activities:

- Proven substance abuse education and prevention programs such as D.A.R.E. where law enforcement personnel is involved.
- Community-based substance abuse prevention education programs that focus on the substance abuse problems presented or disseminated by criminal justice agencies.

Priority #5 Other areas eligible projects for funding under the federal Byrne Justice Assistance Grant.

Project Activities:

- State and local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, and information systems for criminal justice, as well as criminal justice-related research and evaluation activities that will enhance:
 - Law enforcement.
 - Prosecution and court programs.
 - Prevention and education programs.
 - Corrections and community corrections programs.
 - Drug treatment and enforcement programs.
 - Planning, evaluation, technology improvement programs.
 - Crime victim and witness programs (other than compensation).

FUNDING

The FY 2010 Drug, Gang and Violent Crime Control program will include monies from the American Recovery and Reinvestment Act (ARRA) that was signed into law on February 17, 2009 with the intent to retain and create jobs. Funding from ARRA is a one-time only basis and may be used for a limited period of time. Priority will be given to budget categories of personnel salaries and employee-related-expenses, and overtime consistent with the intent of ARRA.

The Commission is presently making funds available for multiple grants to be allocated directly to state, county, local, and tribal criminal justice agencies for projects that will achieve the goals of the DC program within the five (5) priority areas listed previously.

All applicants must certify that required matching funds up to 25 percent are available at time of application. The Commission will determine the amount and which projects will be required to supply matching funds based on state and federal requirements.

All projects funded under this program will be for twelve (12) consecutive months starting July 1, 2009 and ending June 30, 2010. The Commission may renew a grant for up to an additional year at the same funding level if the funds are available.

Applicants may submit multiple applications regardless of the priority/purpose area and may submit applications under multiple purpose areas. It is strongly recommended that agencies submitting multiple applications prioritize projects for their agency.

ALLOWABLE COSTS

Funds may not be available in future years; therefore, when requests are made to fund personnel or other ongoing activities or costs, applicants are strongly encouraged to identify future potential funding sources. In addition, applicants should have a sustainability plan to ensure the program is ongoing beyond the funding availability.

Budget category priorities in the American Recovery and Reinvestment Act (ARRA) of 2009 include personnel salaries, employee-related expenses (ERE) or fringe benefits, and overtime. Travel, operating costs, and costs related to contractual and consulting services in addition to equipment associated with project activities may be awarded if funding is available.

Positions requested in the grant application must be filled as soon as possible during the grant period as a requirement of the ARRA.

Multi-agency, multi-jurisdictional drug, gang and violent crime projects may request state, county, and local personnel, ERE, and overtime to encourage the collaborative concept. There must be a commitment by the participating agency that these can be provided.

RESTRICTIONS ON USE OF FUNDS

DC program funds cannot be used directly or indirectly for security enhancements or equipment to nongovernmental entities not engaged in criminal justice or public safety.

Indirect costs, not limited to expenses such as accounting, payroll, data processing, purchasing, personnel, and building use, may not be requested through this grant program.

In addition, the following are items are restricted:

- Vehicles, vessels, or aircraft²;
- Luxury items;
- Real estate; and
- Construction projects.

Funding may not be used to request positions for federal participating agencies.

Non-Supplanting:

Federal funds must be used to supplement existing state and local funds for program activities and must not replace those funds that have been appropriated for the same purpose. See the [OJP Financial Guide](#) (Part II, Chapter 3). Additional information may be found in the [Guidelines regarding supplanting](#).

SPECIAL REQUIREMENTS

Applicants applying for these funds must adhere to [Public Law 111-5](#), which is applicable to programs funded under the American Recovery and Reinvestment Act (ARRA) of 2009. The sections within the ARRA authorization will assist in providing the taxpayers a report of accountability and transparency as a result of these funds. Detailed descriptions of these additional special requirements are available through the [Recovery Act web page](#).

The following is a summary of each section identified which has an impact on the applicant agency:

- All agencies must have a DUNS number and be registered with CCR at the time of award.
 - *DUNS (Data Universal Numbering System):*
A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of entities receiving Federal funds. The identifier is used by federal agencies for tracking purposes and to validate address and point of contact information for federal assistance applicants, recipients, and sub-recipients. The DUNS number will be used throughout the grant life cycle.

² Vehicle, vessels, or aircraft may be exempt as long as they are for the direct use of the drug task force. These items may require Commission and/or DOJ/BJA approval prior to encumbrance.

Obtaining a DUNS number is a free, simple, one-time activity. Obtain one by calling 1-866-705-5711 or by applying online at:

<http://fedgov.dnb.com/webform/displayHomePage.do>.

o *Central Contractor Registration (CCR):*

In addition to the DUNS number requirement, OJP requires that all applicants (other than individuals) for federal financial assistance maintain current registrations in the Central Contractor Registration (CCR) database. The CCR database is the repository for standard information about federal financial assistance applicants, recipients, and sub-recipients. Organizations that have previously submitted applications via Grants.gov are already registered with CCR, as it is a requirement for Grants.gov registration. Please note, however, that applicants must update or renew their CCR registration at least once per year to maintain an active status. Information about registration procedures can be accessed at www.ccr.gov.

It is recommended applicants begin the registration process immediately. The registration process may take up to few weeks to complete.

• Section 1512(c) – Reporting on the Use of Funds:

Awardees of ARRA funds must comply with the extensive reporting requirements. Quarterly financial and programmatic reporting will be required; reports will be due **within 10 calendar days after the end of each calendar quarter**. Recipients of awards may expect that a standard form(s) and/or reporting mechanism will be made available at a future date.

ACJC applicants will be required to provide federally requested data and/or performance measures in a timely manner for staff to report to the federal awarding agency.

• Section 1604 – Limit of Funds

None of the funds appropriated or otherwise made available in this Act may be used by any State or local government, or any private entity, for any casino or other gambling establishment, aquarium, zoo, golf course, or swimming pool.

• Section 1605 – Buy American

To the greatest extent practicable, all products purchased with grant funds should be American made.

Budget Worksheet:

In addition, you will be required to upload your budget including all other funding sources that will be used to enhance your project, the sources and amount of funds must be identified and a statement of how the funds will enhance your project must be included in the Project Narrative – Project Summary section. The budget template will be available on the ACJC web site and in this document as Appendix C.

Sustainability Plan:

Applicants are strongly encouraged to identify future potential funding sources. A plan of sustainability is ideal to ensure the program is ongoing beyond the funding availability. This document is required to be uploaded with the application.

U.S. General Service Administration (GSA) Excluded Parties Listing Service:

If the applicant's jurisdiction is awarded funds, it must agree not to do business with any individual,

agency, company or corporation listed in the U.S. General Service Administration (GSA) Excluded Parties Listing Service.

Byrne/JAG Formula Local Application:

A copy of the local Byrne/JAG application submitted by your unit of local government to the DOJ/BJA under the 40 percent direct local funding solicitation **must** be submitted to the ACJC Program Manager by e-mail to: dcadmin@azcjc.gov or at the address below within seven (7) calendar days from the local jurisdiction's online application date to the DOJ/BJA of May 18, 2009.

Arizona Criminal Justice Commission
Attn: Program Manager
1110 W. Washington Street, Suite 230
Phoenix, Arizona 85007

A-133 Audit or Single Audit:

To meet federal audit requirements, one copy of the most recently completed financial audit must be attached (uploaded) at the time of the application. If your agency does not have a current audit completed for the period ending June 30, 2008, the written correspondence requesting an extension to the federal cognizant oversight agency must be attached (uploaded) with the application. The correspondence must indicate the timeframe for completion and/or requested extension date.

Uniform Administrative Requirements and Cost Principles:

If the applicant's jurisdiction is awarded funds it must comply with the following Uniform Administrative Requirements and Cost Principles as indicated in the table below.

Administrative Requirements	
OMB Circular A-102	"Grants and Cooperative Agreements With State and Local Governments."
2 CFR Part 215	"Uniform Administrative Requirements for Grants and Agreements With Institutions of Higher Education, Hospitals and Other Non-Profit Organizations" (codified at 28 Code of Federal Regulations (CFR) Part 70) (formerly known as OMB Circular A-110)
Cost Principles	
2 CFR Part 220	"Cost Principles for Educational Institutions"(codified at 28 CFR Part 66, by reference) (formerly known as OMB Circular A-21)
2 CFR Part 225	"Cost Principles for State, Local, and Indian Tribal Governments" (codified at 28 CFR Part 66, by reference) (formerly known as OMB Circular A-87)
2 CFR Part 230	"Cost Principles for Non-Profit Organizations" (formerly known as OMB Circular A-122)

<http://www.ojp.gov/financialguide/part1/part1chap2.htm>

Participation/Collaboration Letters (Priority Area 1 – Task Force Applicants only):

Participation/collaboration letters or documents signed by the Authorized Official of the participating agencies indicating their intent to **participate fully** (staff assignment, office space, etc.) in the project are required to be uploaded with the application. *Please note: letters of participation from the Arizona Department of Public Safety are sent directly to the Arizona Criminal Justice Commission, therefore, uploading this letter is an exception.*

Certification:

Certification of knowledge and adherence to the Office of Justice Programs (OJP) Financial Guide Chapter 4: Program Income and Chapter 8: Confidential Funds, including 28 CFR Part 23 must be signed by an Authorized Representative. The [Certification](#) form, Appendix D, is available on ACJC's web site.

REPORTING REQUIREMENTS

Applicants are also required to submit monthly financial and activity reports to the Commission and cooperate fully in any national evaluation efforts required by the federal government. Reporting requirements also include quarterly progress reports on the goals and objectives identified in Appendix A relating to the appropriate purpose areas.

Additional reporting requirements directed by BJA have been provided through their web site: http://www.ojp.usdoj.gov/BJA/grant/JAG_Measures.pdf and as shown in Appendix B. These requirements also include precise deadlines that must be met when accepting an award of ARRA monies; therefore, the ACJC is currently reviewing the exact data required to be reported, the method of data collection and reporting along with the mandatory reporting timelines to assist sub-recipients.

SCORING PROCESS

Applications will be reviewed and scored by a team of at least four qualified individuals. Each grant application will be scored based on how the proposed project fits into the [2008 – 2011 Arizona Drug, Gang, and Violent Crime Control Strategy](#), as amended.

ACJC staff will prepare and present the proposed allocation plan(s) to the Drug, Gang, and Violent Crime Committee of the Commission for review. The Committee will present a recommendation regarding the allocation plan(s) to the Criminal Justice Commission for review and final action. The proposed allocation plan(s) will be made available to applicants five (5) days prior to the funding meeting.

Funds will be disbursed to agencies in accordance with the Commission's final approved allocation plan for the grant period of July 1, 2009 through June 30, 2010.

The proposed allocation plan(s) will be based on the criteria presented in the following scorecard.

Staff may provide additional information to assist the Commission in making funding decisions. This information may include but is not limited to past performance including achievement of past goals and objectives or outcomes, financial and/or programmatic monitoring deficiencies.

Applications will be scored using the scorecard shown on the following page. Returning applicants are those who have documented award history with ACJC and will be scored in all categories listed on the scorecard for a maximum total of 1,000 points.

New applicants are those who do not have documented award history with ACJC and may provide at least one year of prior grant performance history to obtain points in the Administrative History category, for a maximum total of 1,000 points. Prior grant performance history documentation should be uploaded for review along with the application.

Acceptable prior grant performance history can be one or all of the following:

- a letter of past performance signed by an agency head,
- programmatic monitoring summary and/or corrective action report,
- financial monitoring summary and/or corrective action report, or
- other documentation supporting the achievement/success of a project.

Please note: a scored application does not guarantee an award.

Scorecard - Drug, Gang, and Violent Crime Control Grant Application

1. Is the project eligible under the *Arizona Drug, Gang and Violent Crime Control Strategy*? **Yes/No**

2. Was the application received on time? **Yes/No**

If the answer to either question is "No," the application is disqualified and should not be scored.

Scorecard			
Category	Description	Valuation	Maximum Possible Score
Submission	The application was complete and accurate. 5 pts All requested information was provided/uploaded. 1) A-133 Audit or Budget Extension Letter 10 pts 2) Budget 20 pts 3) Sustainability Plan 5 pts 4) Certifications (Signed) 5 pts 5) DUNS Number 5 pts 6) CCR Registry 5 pts 7) Participation/Collaboration Letters (task force only) 0 pts	Factual	55
Problem Statement	The problem statement identifies the need for services in the community and is supported by statistical data that supports the identified problem. 1) Problems are clearly stated 50 pts 2) Problems are evidenced with statistics 50 pts 3) Problems align with the strategy 50 pts 4) Problem causes are identified 50 pts	Judgment	200
Project Description	The project adequately addresses the problem in the community. 1) Solution addresses the problems stated 50 pts 2) Solution describes agency's activities 50 pts 3) Solution includes networking with agencies 50 pts 4) Solution is realistic and achievable 50 pts	Judgment	200
Coordination Efforts	The project coordinates efforts with other criminal justice agencies and community organizations. 1) Public and community agencies are listed 20 pts 2) Detailed collaboration described 80 pts	Judgment	100
Goals And Objectives	Goals are overarching and reasonable. 25 pts Goals relate to the problems identified. 25 pts Objectives are reasonable and achievable. 25 pts Objectives relate to solution activities. 25 pts Measures are appropriate and collectable. 25 pts	Judgment	125
Evaluation Plan	Mechanisms to evaluate the project (performance measures) are identified and are appropriate. 1) Data Collection Methodologies 60 pts 2) Accountability Process 35 pts 3) Resolution Plan/Process 35 pts	Factual	130
Budget	Budget costs are reasonable and allowable. 50 pts Narrative description is complete. 25 pts Matching funds are included budget request. 25 pts	Factual and Judgment	100
Internal Controls	Adequate internal control 50 pts	Judgment	50
Administrative History	Projects previously funded have met the requirements of the grant including timely, accurate submission of reports and no reportable deficiencies during monitoring reviews. 1) Activity Reporting 10 pts 2) Financial Reporting 10 pts 3) Programmatic Reportable Deficiencies 10 pts 4) Financial Reportable Deficiencies 10 pts *New applicants may submit proof of prior performance	Factual	40
Total:			1000

REQUEST FOR MODIFICATION OF RECOMMENDED ALLOCATION PLAN

Pursuant to R10-4-405. Drug and Gang Enforcement Account Grants Request for Modification of Recommended Allocation Plan, if an applicant disagrees with the recommended funding allocation, the applicant may verbally appeal to the Committee. The Committee shall consider the request for modification before forwarding the recommended allocation plan to the Commission for action.

If the applicant disagrees with the decision of the Committee, the applicant may verbally request that the Commission modify the recommended allocation plan. The Commission shall consider the request for modification when making a final decision to award or deny a grant. The Commission's decision is final.