

| | | | |
|---|-------------|---|------------------------------|
| APPLICATION FOR FEDERAL ASSISTANCE | | 2. DATE SUBMITTED | Applicant Identifier |
| 1. TYPE OF SUBMISSION | | 3. DATE RECEIVED BY STATE | State Application Identifier |
| Application Non-Construction | | 4. DATE RECEIVED BY FEDERAL AGENCY | Federal Identifier |
| 5. APPLICANT INFORMATION | | | |
| Legal Name | | Organizational Unit | |
| Idaho State Police | | Planning, Grants, & Research | |
| Address | | Name and telephone number of the person to be contacted on matters involving this application | |
| 700 S. Stratford Drive Meridian, Idaho 83642-6202 | | Brotzman, Julia (208) 884-7040 | |
| 6. EMPLOYER IDENTIFICATION NUMBER (EIN) | | 7. TYPE OF APPLICANT | |
| 82-6000952 | | State | |
| 8. TYPE OF APPLICATION | | 9. NAME OF FEDERAL AGENCY | |
| New | | Bureau of Justice Assistance | |
| 10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE | | 11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT | |
| NUMBER: 16.738 CFDA EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE TITLE: GRANT PROGRAM | | Idaho FY2012 Edward Byrne Memorial Justice Assistance Grant | |
| 12. AREAS AFFECTED BY PROJECT | | | |
| Statewide | | | |
| 13. PROPOSED PROJECT | | 14. CONGRESSIONAL DISTRICTS OF | |
| Start Date: October 01, 2011 | | a. Applicant | |
| End Date: September 30, 2015 | | b. Project ID02 ID01 | |
| 15. ESTIMATED FUNDING | | 16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? | |
| Federal | \$0 | Program has not been selected by state for review | |
| Applicant | \$1,185,995 | | |
| State | \$0 | | |
| Local | \$0 | | |
| Other | \$0 | | |
| Program Income | \$0 | 17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? | |
| TOTAL | \$1,185,995 | N | |
| 18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION | | | |

PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS REQUIRED.

Close Window

Program Narrative

As the Idaho State Administering Agency (SAA), the Idaho State Police Planning, Grants, and Research (PGR) department will follow the same awarding and monitoring process as they have with prior awarded Edward Byrne Memorial Justice Assistance Grant (JAG) funds. A state solicitation is released by PGR and made available to all state, local, tribal, faith-based, and non-profit organizations. After applications are reviewed by PGR and the Idaho Grant Review Council (Council), a funding meeting is held, where all eligible applications are discussed and final funding decisions are made by the Council. Idaho's 2012 JAG funds will be used to support all state and local components of the criminal justice system, from multi-jurisdictional drug and gang task forces to crime prevention, domestic violence programs, courts, corrections, treatment, and justice information sharing initiatives.

PGR, with the help of the Idaho Statistical Analysis Center (ISAC) conducted a Needs Assessment Survey (attached) in May 2011, which was completed and published in March 2012; analyzing gaps in criminal justice services, as well as the needs of the criminal justice community. The survey was sent to criminal justice organizations (police and sheriff departments, adult and juvenile probation and parole, corrections, juvenile corrections, etc.) and community leaders (mayors, county commissioners, etc.).

In July 2011, the continuance of Executive Order No. 2011-11 was signed by Idaho's Governor, establishing a new Grant Review Council under the Idaho Criminal Justice Commission (Commission), replacing the Idaho Criminal Justice Grant Review Board (Board). With this new directive, some members of the Board were replaced and new organization members were added, bringing the total to 20 and changing the dynamics of the Council. Thirteen (13) members of the Council are also members of the Commission, whose purpose is to provide policy-level direction and to promote efficient and effective use of resources, based on best practices or evidenced-based practices, for matters related to Idaho's criminal justice system. The Commission consists of 24 members from all branches of government and two (2) citizens at large. The representative divisions of both the Commission and Council are listed in the Executive Order, which is attached to the FY 2012 JAG strategy.

To date, plans are being made by PGR and the Council on how to move forward with future JAG awards to identify and update strategy and funding priorities; taking into account the Needs Assessment Survey along with the Commission's identified priorities for Idaho. With back-to-back events surrounding the Commission; the survey, the newly formed Council, and prior governor and legislative commitments, this process will be implemented during the 2013 funding cycle. In the meantime, as outlined above, preparations and plans are being made and put into motion to allow previously funded continuation projects to start as soon as October 1, 2012, and new projects to start January 1, 2013. Unfortunately, due to cuts in JAG funding over the last two (2) years, only \$476,000 is estimated to be available for new projects from the 2012 Idaho JAG award.

As the SAA, we have long established procedures and financial and reporting systems to separately track, at the state and subgrantee level, all federal and state funds and their activities; such as draw downs, grant expenditures, goals, objectives, and performance measures. A component was also added to these systems to capture all requirements set-forth by Congress regarding 2009 Recovery Act funds.

PGR also provides technical assistance and completes subgrantee site visits; desk audits; financial audits; and quarterly reviews & approves financial, progress, and federal Performance Measurement Tool reports to ensure all 2012 and prior JAG requirements established by Congress and BJA are met.



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 |
|---------------|-------------|------------------------|
| | | SUB-TOTAL _____ |

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. Fringe benefits on overtime hours are limited to FICA, Workman's Compensation, and Unemployment Compensation.

| Name/Position | Computation | Cost |
|---------------|-------------|--|
| | | SUB-TOTAL _____ |
| | | Total Personnel & Fringe Benefits _____ |

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 |
|-------------------|----------|------|-------------|------|
|-------------------|----------|------|-------------|------|

TOTAL _____

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 |
|------|-------------|------|
|------|-------------|------|

TOTAL _____

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 |
|--------------|-------------|--------------------|
| | | TOTAL _____ |

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 |
|---------|---------------------|--------------------|
| | | TOTAL _____ |

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 |
|--------------------|------------------|-------------|------|
|--------------------|------------------|-------------|------|

*Subtotal*_____

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 |
|------|----------|-------------|------|
|------|----------|-------------|------|

*Subtotal*_____

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 |
|------|------|
|------|------|

*Subtotal*_____

TOTAL_____

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 |
|-------------|-------------|--------------------|
| | | TOTAL _____ |

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 |
|-------------|-------------|--------------------|
| | | TOTAL _____ |

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 | _____ |
| B. Fringe Benefits | _____ |
| C. Travel | _____ |
| D. Equipment | _____ |
| E. Supplies | _____ |
| F. Construction | _____ |
| G. Consultants/Contracts | _____ |
| H. Other | _____ |
| Total Direct Costs | _____ |
| I. Indirect Costs | |
| TOTAL PROJECT COSTS | _____ |
| Federal Request | _____ |
| Non-Federal Amount | _____ |

Abstract

The Idaho State Police is the State Administering Agency (SAA) for all Byrne Justice Assistance Grants (JAG), including the FY 2012 Annual JAG, which will be administered by the Planning, Grants, and Research (PGR) department. As such, we are the pass through agency and will be funding various state and local projects that meet all JAG requirements and fall within the scope of the JAG purpose areas and Idaho priorities.

With current funding challenges, Idaho realizes the importance of innovation and coordination to improving responses to criminal justice issues and has forced the criminal justice community to look at new ways of doing business. In order to support this need, the Idaho Grant Review Council* will continue to encourage and implement collaboration and coordination, including comprehensive community and coalition projects. These projects can encompass a wide variety of organizations including law enforcement, treatment, courts and prosecution, schools, non-profits, and faith-based.

Even though the number of projects in Idaho is small, their results have exceeded expectations and have made great strides in the criminal justice community. This is due largely to the continuing efforts of agency personnel erasing jurisdictional boundaries that have historically dictated criminal justice operations. They are embracing multidisciplinary approaches in order to meet funding reductions, hold offenders accountable for violent and drug related crimes, and focus on early intervention and prevention programs by using best practices with outcome based performance measures.

A more detailed and comprehensive look at the Idaho strategies, coordination plans, and goals can be found in the attached FY 2012 Byrne Justice Assistance Grant Strategy.

Top Five Project Identifiers for 2012

Community/Coalition Based Programs

Evaluation/Program Evaluation

Hiring of Personnel

System Improvements

Task Forces

* The Idaho Grant Review Council (Council) members are appointed by the Governor or the Idaho Criminal Justice Commission chair with a primary charge of reviewing grant applications for JAG and STOP Violence Against Women funding. The Council consists of multidisciplinary state, local, non-profit and citizen representatives for both large and small jurisdictions.