**American Recovery and Reinvestment Act of 2009 (Recovery Act)
Justice Assistance Grant (JAG)**

Connecticut Local Pass-Through Justice Assistance Grant (CT Local JAG)

Technical Assistance Session

**Ansonia High School
June 9, 2009**

Presenters

Office of Policy and Management (OPM)
Criminal Justice Policy & Planning Division

Brian S. Austin, Jr. Undersecretary

John Forbes, Assistant Division Director

Lisa Secondo, Adult Policy and Planning Manager

Steve Moniz, JAG Grant Manager

Presentation Outline

- **ARRA Stimulus Grant Funds Requirements**

- Local Pass-Through Grant Program Overview

- Some Allowable Projects and Costs

- Key Application Requirements

- Key Reporting Requirements

- *Questions & Comments*

- OPM Grants Portal – the "OGP"

- *Questions & Comments*
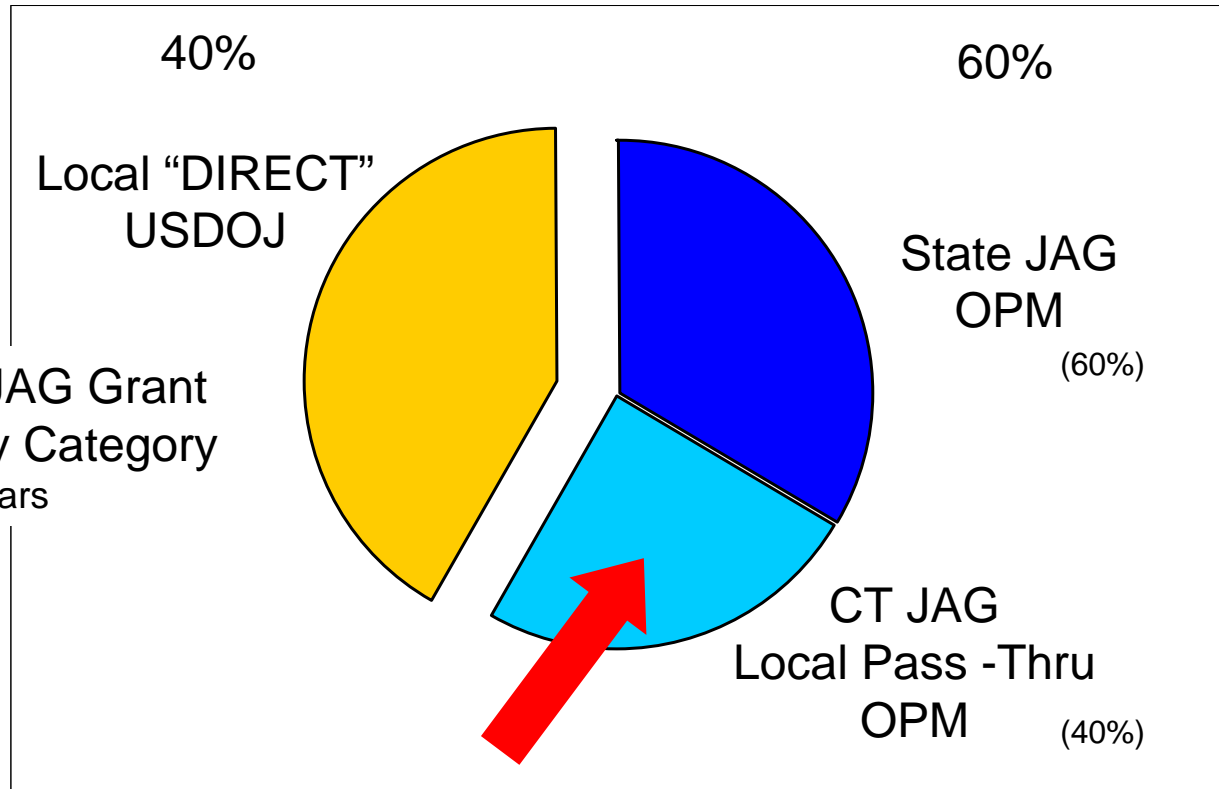
American Recovery and Reinvestment Act
Purpose of the Act:

- preserve and create jobs;

- promote economic recovery;

- provide long-term economic benefits;

- stabilize state and local government budgets;

- minimize and avoid reductions in essential services

- minimize and avoid counterproductive state and local tax increases.

American Recovery and Reinvestment Act
Federal Funding Source:

40%

60%

Local "DIRECT" USDOJ

State JAG OPM

(60%)

2009 Recovery Act JAG Grant Funding Allocation by Category
$20.5 million dollars

CT JAG Local Pass -Thru OPM

(40%)

American Recovery and Reinvestment Act
Accountability and Transparency:

- Tremendous emphasis on accountability and transparency at the Federal level

- Federal Recovery Accountability and Transparency Board (www.recovery.gov)

- Intent is to provide complete access to detailed information on grants and contracts made with Recovery Act funds.

- To ensure transparency and accountability at the state level, Governor Rell issued Executive Order #25 (www.ct.gov/recovery)

- all state agencies are required to post detailed information concerning grants and contracts supported by the Recovery Act funds to the State of Connecticut Recovery website - **within 24 hours of receipt**.

American Recovery and Reinvestment Act
OMB Job Guidance:

- Federal Office of Management and Budget (OMB) intends to release "guidance" on calculating jobs associated with Recovery Act projects

- OMB guidelines will have to be followed for calculating jobs in terms of "FTE" - Full Time Equivalent - positions

- Guidelines will be shared a soon as they are available

American Recovery and Reinvestment Act
OPM Recovery Act Web Site:

http://www.ct.gov/opm/recovery

Presentation Outline

- ARRA Stimulus Grant Funds Requirements

- **Local Pass-Through Grant Program Overview**

- Some Allowable Projects and Costs

- Key Application Requirements

- Key Reporting Requirements

- *Questions & Comments*

- OPM Grants Portal – the "OGP"

- *Questions & Comments*

CT Local JAG Pass-Through Grant Overview
Eligibility and Grant Amounts:

- **Eligibility:** All local governments in Connecticut are eligible for the CT Local JAG Program.

- **Grant Amount:** Local governments may apply for funds up to the maximum allocation identified in the eligibility and allocation list.

- **Local Match:** There is no match requirement.

RECOVERY ACT CT JAG Connecticut Local Pass-Through JAG Program List of Eligible Applicants March 26, 2009	
Bridgeport	$100,000.00
Hartford	$100,000.00
New Haven	$100,000.00
Bristol	$75,000.00
Danbury	$75,000.00
East Hartford	$75,000.00
Hamden	$75,000.00
Manchester	$75,000.00
Meriden	$75,000.00
New Britain	$75,000.00
New London	$75,000.00
Norwalk	$75,000.00
Norwich	$75,000.00
Stamford	$75,000.00
Stratford	$75,000.00
Waterbury	$75,000.00
West Hartford	$75,000.00
West Haven	$75,000.00
Ansonia	$30,000.00
Avon	$30,000.00
Berlin	$30,000.00
Bethel	$30,000.00
Bloomfield	$30,000.00
Branford	$30,000.00
Brookfield	$30,000.00
Canton	$30,000.00
Cheshire	$30,000.00
Clinton	$30,000.00
Coventry	$30,000.00
Cromwell	$30,000.00
Darien	$30,000.00
Derby	$30,000.00
East Hampton	$30,000.00
East Haven	$30,000.00
East Windsor	$30,000.00
Easton	$30,000.00
Enfield	$30,000.00
Fairfield	$30,000.00
Farmington	$30,000.00
Glastonbury	$30,000.00
Granby	$30,000.00
Greenwich	$30,000.00
Groton City	$30,000.00
Groton Town	$30,000.00
Guilford	$30,000.00
Madison	$30,000.00
Middlebury	$30,000.00
Middletown	$30,000.00
Milford	$30,000.00

CT Local JAG Pass-Through Grant Overview
Required Uses of Funds:

Funding Categories:

- Technical assistance
- Training
- Personnel
- Equipment
- Supplies
- Contractual support
- Information systems for criminal justice
- Criminal justice-related research and evaluation activities

Purpose Areas:

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

CT Local JAG Pass-Through Grant Overview
Deadlines :

- Local governments must register with **OPM's Grants Portal by June 15, 2008** in order to submit an electronic application.

- Local governments must obtain a **DUNS Number** from Dun and Bradstreet and register with the federal **Central Contractor Registration (CCR)** database in order to receive a grant.

- All applications must be submitted to OPM by **August 26, 2009**

- Applications must be submitted to the OPM Grants Portal by **July 08, 2009** in order to be considered for a grant "start" date of August 01, 2009.

- Applications received after July 08, 2009 may have a "start date" of **October 01, 2009** or later.

- All grants have an absolute "end-date" of **December 31, 2010.**

CT Local JAG Pass-Through Grant Overview
Waivers :

- Towns that receive police services from a Resident Trooper or a State Police Troop have the option of waiving the grant to the Department of Public Safety.

- If a town elects to waive funds, it must **write a waiver letter to the Office of Policy and Management.**

- The Department of Public Safety will make every effort to use funds for troop services or equipment in each town's respective area.

- There is no guarantee that any town will receive $9,100.00 worth of services.

CT Local JAG Pass-Through Grant Overview
Penalties :

Delinquent Reporting

- Grant recipients may expect that the information posted by the federal and state agency will identify grantees that are delinquent in their reporting.

- Grant recipients who do not submit required reports by the due date may be subject to other appropriate actions by OPM or USDOJ including:

    - may not be permitted to draw down grant funds
    - restrictions on eligibility for other federal awards,
    - restrictions on draw-down on other federal awards
    - suspension or termination of the Recovery Act award.

Fraud, Waste, And Mismanagement

- Federal DOJ Office of Inspector General is actively monitoring the ARRA Stimulus program

- DOJ/OIG and the DOJ Audit Division have begun making initial visits to States across the country – including Connecticut.

CT Local JAG Pass-Through Grant Overview
No Future Funding :

- **There is no funding available beyond the approved grant period.**

- Local governments are encouraged to budget funds for "one-time" activities that will not require sustaining federal or state funds in the future.

Presentation Outline

- ARRA Stimulus Grant Funds Requirements

- Local Pass-Through Grant Program Overview

- **Some Allowable Projects and Costs**

- Key Application Requirements

- Key Reporting Requirements

- *Questions & Comments*

- OPM Grants Portal – the "OGP"

- *Questions & Comments*

Allowable Projects and Costs
Use of Funds:

- Enhance community safety and improve the quality of life.
- Build local level capacity to prevent crime and reduce violence.
- Develop, install or expand communication systems to support public safety.
- Build partnerships among law enforcement and community-based organizations to educate the public and engage community members in prevention.
- Improve traffic safety and control: signage, barriers, lights, radar guns and speed trailers.
- Vandalism Prevention: security systems, lighting systems for town-owned buildings and properties such as public works garages, recreation spaces and buildings, parks and office buildings.

- Improve or enhance the administration and operations of the local law enforcement functions.
- Increase capacity to implement a "community policing" model.
- Improve traffic control and increase road safety.
- Improve or expand law enforcement initiatives to increase apprehension of offenders.
- Develop, train or expand specialized units of law enforcement officers to respond to specific community safety needs.
- Create, enhance or expand multi-jurisdictional drug task force.
- Improve or enhance the sharing of information within the criminal justice system.
- Develop or expand data collection systems to link law enforcement agencies with other criminal justice agencies.

- Support the replication of promising strategies to prevent youth violence, community violence, gang activity and drug-related crime.
- Develop and distribute multi-media crime prevention materials to the community members and community based providers.
- Expand or enhance specialized prevention services for youth that promote healthy and positive behaviors; including alternative recreation programs, academic enrichment; mentoring; substance abuse services; life skills development and job training.
- Expand or enhance specialized "aftercare" services or addiction treatment services for youth recently released from a juvenile justice program or a juvenile detention facility.

- Improve or enhance the administration and operations of programs that supervise and monitor offenders in the community;
- Expand or improve offender community reentry initiatives.
- Address the issue of justice system and mental health needs through training and technical assistance.
- Support greater collaboration between law enforcement and correctional system personnel for purposes of reducing crime and managing offender populations.

Some Allowable Projects and Costs

Allowable Projects and Costs
Administrative Expenses :

- Grantees may use up to **10 percent** of the award for costs associated with administering JAG funds. Grantees must use good judgment.

- Grantees cannot report administrative or incidental costs paid for by non-Recovery Act funds in a way that it would make these costs look like Recovery Act funds.

- Some **prohibited administrative expenses** include: paper for copy machines, telecommunications services or IT desktop support services

Allowable Projects and Costs
Funding for Personnel or Positions :

Grant funds may be used to:

- create new positions or fill existing vacancies that are no longer funded in an agency's budget;

- rehire personnel who have been laid off as a result of state or local budget cuts unrelated to the receipt of grant funding;

- rehire personnel who are scheduled to be laid off on a specific future date as a result of state or local budget cuts unrelated to the receipt of grant funding

- **Sub-grantees must implement a system for tracking and documenting the amount of time personnel spend on grant activities.** Only hours that have been validated by a tracking system will be reimbursed by the grant.

Allowable Projects and Costs
Prohibition Against Supplanting of Funds :

- **Funds from this program may not be used to supplant existing funds.**

- Supplanting is defined as the use of grant funds in place of other funds currently budgeted for an activity and thereby reducing the expenditure of other funds for that activity.

- Supplanting can also be defined as removing other funds from an activity supported by grant funds with the effect that the activity is not increased or enhanced by the full value of the grant funds applied.

- For further guidance please refer to the attached page "Examples of Supplanting" or Office of Justice Programs: Recovery Act Information

Allowable Projects and Costs
Prohibited Uses :

- No JAG funds may be expended outside of the JAG purpose areas.

- Even within the purpose areas, however, JAG funds may not be used directly or indirectly for security enhancements or equipment for nongovernmental entities not engaged in criminal justice or public safety.

- JAG funds may **NOT** be used directly or indirectly to provide for any of the following (unless USDOJ certifies that extraordinary and exigent circumstances exist, making them essential to the maintenance of public safety and good order):
  - Confidential funds ("buy" money)
  - Vehicles (excluding police cruisers), vessels (excluding police boats), or aircraft (excluding police helicopters).
  - Luxury items
  - Real estate.
  - Construction projects, such as casino or other gambling establishment, aquarium, zoo, golf course or swimming pool (penal or correctional institutions are exempt).
  - Any similar matters.

Some Allowable Projects and Costs

Presentation Outline

- ARRA Stimulus Grant Funds Requirements

- Local Pass-Through Grant Program Overview

- Some Allowable Projects and Costs

- **Key Application Requirements**

- Key Reporting Requirements

- *Questions & Comments*

- OPM Grants Portal – the "OGP"

- *Questions & Comments*

Key Application Requirements
DUNS Number :

- Local governments **MUST** obtain a DUNS number from Dun and Bradstreet
- Grant Awards will not be made without one (will be validated by OPM)
- http://www.dnb.com/US/duns_update/

Key Application Requirements
Central Contractor Registration:

- Local governments **MUST** have a current, valid registration with the Federal Central Contractor Registration web site (CCR).
- Grant Awards will not be made without one (will be validated by OPM)
- **http://www.ccr.gov/**

Key Application Requirements
Further Federal Guidance :

- As of the date this TA Session, government-wide guidance was forthcoming on various aspects of the Act.

- Applicants are strongly advised to check the OPM recovery webpage www.ct.gov/opm/recovery (including before submitting an application) for updates to this grant application package and its associated requirements.

- Additional information may become available that could affect project proposal narratives, timelines, budget requests, certifications, and other matters related to applications.

- Award recipients will be required to follow any applicable provisions of government-wide guidance that may be issued pursuant to the Recovery Act.

Presentation Outline

- ARRA Stimulus Grant Funds Requirements

- Local Pass-Through Grant Program Overview

- Some Allowable Projects and Costs

- Key Application Requirements

- **Key Reporting Requirements**

- *Questions & Comments*

- OPM Grants Portal – the "OGP"

- *Questions & Comments*

Key Reporting Requirements
Accountability and Transparency :

- **All files, progress reports, financial reports, documents and data pertaining to the grant will be posted on federal and state websites for public viewing**.

- The federal law mandates substantial reporting and documentation of funded activities as well as more intensive monitoring and audit.

Key Reporting Requirements
Separate Tracking and Reporting :

- All grantees must track, account for, and report on all funds from this Recovery Act award, **including specific outcomes and benefits attributable to Recovery Act funds**, separately from all other funds, including USDOJ award funds from non-Recovery Act awards awarded for the same or similar purposes or programs.

- The grantee's accounting systems must ensure that **funds from the Recovery Act award are not commingled with funds from any other source.**

Key Reporting Requirements
Quarterly Progress and Financial Reports:

- **Due Seven Days After End of the Quarter**

- Grantees must prepare and submit Quarterly Progress Reports and Quarterly Financial Reports within **SEVEN days** after each quarter.

- Grantees must submit financial and progress reports at the end of each quarter even if no activity or expenditures occurred.

- Reports must be submitted electronically to OPM through the Grants Portal

Key Reporting Requirements
Jobs Performance Measures Report :

- **Due Seven Days After End of the Quarter**

- As required by the Recovery Act, all Recovery JAG grantees are to report on two performance measures related to jobs: **1) Number of jobs created, and 2) Number of jobs retained.**

- Job creation and retention are not mandatory usages of funds, but they are encouraged.

- Grantees are required to submit these measures on a quarterly basis (even if the answer is 0).

- These measures will be collected SEVEN DAYS after the end of the quarter using an electronic reporting form developed by USDOJ

Key Reporting Requirements
JAG Programmatic Measures:

- Due 15 Days After End of the Quarter

- USDOJ has developed a list of required JAG Programmatic Measures that may be "customized" for each grantees' project.

- Grantees will report on programmatic measures for only those activities funded by Recovery dollars.

- Grantees are not required to report on all programmatic measures; only those applicable to your grant.

- These programmatic measures will be collected quarterly 15 DAYS after the end of the quarter using an electronic tool developed by USDOJ

Presentation Outline

- ARRA Stimulus Grant Funds Requirements

- Local Pass-Through Grant Program Overview

- Some Allowable Projects and Costs

- Key Application Requirements

- Key Reporting Requirements

- **Questions & Comments**

- OPM Grants Portal – the "OGP"

- *Questions & Comments*

Questions & Comments

Presentation Outline

- ARRA Stimulus Grant Funds Requirements

- Local Pass-Through Grant Program Overview

- Some Allowable Projects and Costs

- Key Application Requirements

- Key Reporting Requirements

- *Questions & Comments*

- **OPM Grants Portal – the "OGP"**

- *Questions & Comments*

OPM Grants Portal – the "OGP"

The OGP:

OPM Grants Portal – the "OGP"

OPM Grants Portal Concept:
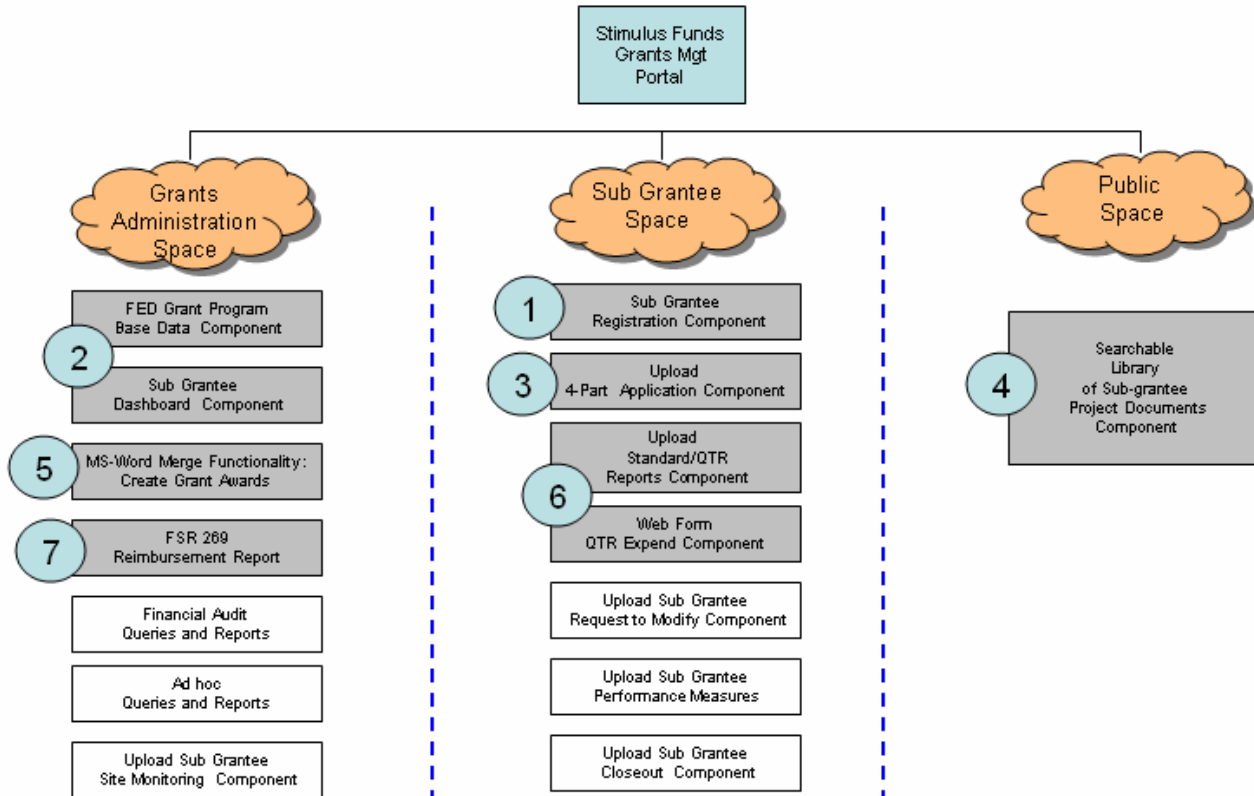
OPM Grants Portal – the "OGP"
Why We Need a Grants Management Portal :

- Creates a Total Digital Environment for all Grant Documents

- Creates a Total Electronic Environment for all Grant Communications

- Substantially Solves All Accountability, Transparency and Federal Reporting Requirements at Every Level of User:

    - Sub-Grantee
    - State Administering Agency (OPM)
    - Federal Grantor Agency (DOJ)
    - Federal Oversight Agency (OMB)
    - Public Access

OPM Grants Portal – the "OGP"
Portal User Benefits:

- **Sub-Grantee:** central user admin; central document repository; timely submittal of QTR reporting documents; total transparency of grant implementation process; total accountability for grant expenditures and program progress, performance measures.

- **OPM:** comprehensive, statewide, web-enabled grant administration system; ensures timely response to grantee/grantor/public constituencies; Substantially solves all accountability, transparency and federal reporting requirements at every level of user.

- **Federal Agencies:** completely responsive to ARRA Stimulus Act reporting requirements; reporting roll-ups in timely fashion.

- **Public Access:** complete on-line access to PDF documents re: grant implementation process, grant expenditures and program progress.

OPM Grants Portal – the "OGP"
Communication Benefits of the Portal :

E-Mail Communications

Ability to Broadcast:

- General Notices

- Reporting Reminders

- Delinquency Notices

OPM Grants Portal – the "OGP"
Limited, Password Controlled Access:

Three User Limit per Town

- Chief Elected Official

- Financial Official

- Project Officer

Each user is assigned
a specific **role**

Each role is assigned
a specific **permission** set

View Only or View and Change

OPM Grants Portal – the "OGP"
Portal Functionality #1: Required Fields:

Required Fields

- FEIN No.

- CCR Registration Status

OPM Staff will validate both entries to confirm accuracy

OPM Grants Portal – the "OGP"
Portal Functionality #2: Required Fields:

Required Fields

- DUNS No.

- Project Summary

OPM Staff will validate DUNS No. to confirm accuracy

OPM Grants Portal – the "OGP"
Portal Functionality #3: Uploading Documents:

Documents are Uploaded as Individual Components

- Narrative

- Contract/Compliance

- Other

Documents must be Converted to PDF format prior to uploading

OPM Grants Portal – the "OGP"
Portal Functionality #4: PDF Conversion:

OPM Grants Portal – "OGP" - users must be able to perform **two** separate functions with regard to PDF files:

1. **Convert a Word Processing Document to PDF** for uploading into the portal – in order to submit your (a) **NARRATIVE**, (b) **CONTRACT COMPLIANCE** and/or (c) any **OTHER** documents required by the grant

2. **View ("Read") a PDF formatted document** – in order to submit your **BUDGET**

- Check with your IT Administrator before making any decisions
- Software purchases to administer this grant are an allowable expense
- See Handout

OPM Grants Portal – the "OGP"
Portal Functionality #5: Submitting the Budget:

**Budget is Submitted via
On-line Fillable Form**

- On-Line Fillable Form

- Require a PDF Viewer/Reader

- Use Budget Worksheet

- Time Out Rule (20 mins.)

OPM Grants Portal – the "OGP"
Portal Functionality #6: Required Tools:

Required Tools

- Internet Access

- E-Mail Account

- PDF Creation Software

- Web Browser

Web Browser must be:
- MS Internet Explorer
- Version 5.5 or above

Presentation Outline

- ARRA Stimulus Grant Funds Requirements

- Local Pass-Through Grant Program Overview

- Some Allowable Projects and Costs

- Key Application Requirements

- Key Reporting Requirements

- **Questions & Comments**

- OPM Grants Portal – the "OGP"

- **Questions & Comments**

Questions & Comments

**American Recovery and Reinvestment Act of 2009 (Recovery Act)
Justice Assistance Grant (JAG)**

Connecticut Local Pass-Through Justice Assistance Grant (CT Local JAG)

Technical Assistance Session

**Ansonia High School
June 9, 2009**

Questions & Comments