

Dear Chief Elected Official,

We are pleased to inform you that your town may apply for a grant from the **Connecticut Local Pass-Through Justice Assistance Grant (CT Local JAG) Program**. Funding for this program is authorized under the *American Recovery and Reinvestment Act of 2009 (Recovery Act)*. Local governments may use the funds to address local needs for community safety measures, crime prevention initiatives and local police services. Projects and services funded by the Recovery Act must promote economic recovery and help to create jobs or preserve existing jobs.

The *Office of Policy and Management's Criminal Justice Policy and Planning Division (OPM CJPPD)* is the administrative agency for the **CT Local JAG program**. OPM is offering four mandatory "Applicant Technical Assistance Sessions" to help local government agencies learn about the federal and state financial and programmatic reporting requirements. Given that the Recovery Act includes substantial reporting and documentation requirements with very tight timelines, we strongly encourage you to send a Financial Administrator and a Project Administrator to one of the following sessions to learn about the application process and grant conditions:

June 08, 2009 1:00 PM to 3:00 PM at the Norwich Senior Center

June 09, 2009 1:00 PM to 3:00 PM at Ansonia High School

June 10, 2009 1:00 PM to 3:00 PM at Rentschler Stadium in East Hartford

June 11, 2009 10:00 AM to 12:00 PM at Merritt Hall, CT Valley Hospital in Middletown

Applications will be accepted on a "rolling" basis starting June 08, 2009. Applications submitted by July 08, 2009 and, subsequently approved, will have a grant period of August 01, 2009 through December 31, 2010. Applications received after July 08, 2009 will have a "start" date of October 01, 2009 or later.

OPM will send you an email message with further guidance and detailed instructions. In addition, the program updates and announcements will be posted on [OPM Recovery website www.ct.gov/opm/recovery](http://www.ct.gov/opm/recovery). For further assistance, please contact Brian Austin, Undersecretary, OPM Criminal Justice Policy and Planning Division at 860-418-6394.

Sincerely,

Governor

Enclosures

OVERVIEW

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

Eligibility: All local governments in CT are eligible for the **CT Local JAG Program**; including those municipalities receiving funds directly from the USDOJ Local JAG program.

Source of Funds: **CT Local JAG** is funded by the pass-through component of the State's JAG Formula grant. The State is required to pass-through 39% of the State Jag Grant to local governments. <http://www.ojp.usdoj.gov/BJA/recoveryJAG/JAGrecoveryState.pdf>

Purpose of the Funds: The stated purposes of the Recovery Act funds are to preserve and create jobs and promote economic recovery. All grantees must submit documentation of "jobs" created and "jobs" preserved as well as performance measures for each job.

Use of Funds: The grant may support eligible crime prevention, community education and law enforcement activities which will stimulate economic recovery, create and preserve jobs. Funds may be used for technical assistance, training, personnel, equipment, contractual support, technology and information systems for criminal justice, as well as evaluation activities.

Registration and Certification Requirements: Applicants must obtain a **DUNS** (Data Universal Numbering System) number and register with the federal **Central Contractor Registration (CCR)** registrant database. A DUNS number is a unique identifier that helps track the distribution of federal grant money. The CCR is a central repository of organizations which receive federal funds as a primary recipient or as sub-grantee or sub-contractor.

Mandatory Applicant Technical Assistance Session: All applicants must attend a technical assistance session that will provide details on the application procedure, reporting requirements, eligible use of fund, payment procedures, monitoring process and documentation requirements. **The schedule and location of Applicant Technical Assistance sessions are posted on [OPM Recovery website www.ct.gov/opm/recovery](http://www.ct.gov/opm/recovery)**

Application Process: Local governments must submit electronic applications to OPM through a new grant administration portal. OPM will send the CEO a form to register up to three authorized users for the grants portal: CEO, Financial Officer and Project Officer.

Application Due Dates: Applications will be accepted on a "rolling" basis starting June 08, 2009. Applications submitted by July 08, 2009 and subsequently approved will have a grant period of August 01, 2009 through December 31, 2010. Applications received after July 08, 2009 may have a start date of October 01, 2009 or later.

Grant Amount: Local governments may apply for funds up to the maximum allocation identified in the attached table.

Reporting Requirements: All documents and data pertaining to the grant will be posted on federal and state websites for public viewing. Federal law mandates substantial reporting and documentation of funded activities as well as more intensive monitoring. Given that the federal law imposes serious consequences for non-compliance, applicants are strongly encouraged to become familiar with the Recovery Act restrictions and requirements. Details will be included in the grant application package. Additional sources of Recovery Act information are: Recovery.gov, Office of Justice Programs: Recovery Act Information, Connecticut Recovery Initiative, [OPM: Byrne Main](mailto:OPM:Byrne_Main)

Updates, grant forms and other grant-related news will post on www.ct.gov/opm/recovery and Connecticut Recovery Initiative. In addition, OPM will email information directly to the CEO, Project Officer and Financial Officer. For assistance: Lisa.Secondo@ct.gov (860-418-6391) or Stephen.Moniz@ct.gov (860-418-6341)