

Standard Applicant Information (JustGrants 424 and General Agency Information)

Funding Opportunity

Federal Agency Name Bureau of Justice Assistance	Funding Opportunity Number O-BJA-2024-172238	Funding Opportunity Title BJA FY 24 Edward Byrne Memorial Justice Assistance Grant (JAG) Program- State Solicitation
Competition Identification Number	Competition Identification Title	Due Date October 17, 2024 8:59:00 PM EDT

Project Information

Project Title Idaho's BJA FY 24 Edward Byrne Memorial Justice Assistance Grant (JAG) Program	Proposed Project Start Date 10/1/24	Proposed Project End Date 9/30/28
Federal Estimated Funding (Federal Share) 1174832.0	Applicant Estimated Funding (Non-Federal Share) 0.0	Program Income Estimated Funding 0.0
Total Estimated Funding 1174832.0		

Areas Affected by Project (Cities, Counties, States, etc.)

Statewide

Type Of Applicant

Type of Applicant 1: Select Applicant Type:

A: State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

Other (specify):

Application Submitter Contact Information

Application POC Prefix Name		
Application POC First Name Julia	Application POC Middle Name	Application POC Last Name Brotzman
Application POC Suffix Name		
Organizational Affiliation	Title	Email ID

Idaho State Police/Pass-Through Grants & Research

Grants and Contracts Officer

julie.brotzman@isp.idaho.gov

Phone Number
208-884-7041

Fax Number

ORINumber

Executive Order and Delinquent Debt Information

Is Application Subject to Review by State Under Executive Order 12372? *

c. Program is not covered by E.O. 12372.

Is the Applicant Delinquent on Federal Debt?

No

SF424 Attachments ⁽³⁾



Name
[Form SF424_4_0-V4.0.pdf](#)

Date Added
9/10/24



Name
[Form SFLLL_2_0-V2.0.pdf](#)

Date Added
9/10/24



Name
[GrantApplication.xml](#)

Date Added
9/10/24

Authorized Representative

Authorized Representative Information

Prefix Name

Mr.

First Name Middle Name Last Name Suffix Name

William Alan Gardiner Jr.

Title

Colonel

Verify Legal Name, Doing Business As, and Legal Address

Legal Name

IDAHO STATE POLICE

Doing Business As

UEI

RJA2KYBYGWB1

Legal Address

Street 1

700 S STRATFORD DR

Street 2

City

MERIDIAN

State

ID

Zip/Postal Code

83642

CongressionalDistrict

01

Country

USA

Certification

The legal name + Doing Business As (DBA) and legal address define a unique entity in the system as represented in its entity profile. The profile legal name and address applicable to ALL applications and awards associated to this fiscal agent.

1. If this information is correct confirm/acknowledge to continue with completion of this application.



I confirm this is the correct entity.

Signer Name

Julie Brotzman

Certification Date / Time

10/16/2024 07:48 PM

2. If the information displayed does not accurately represent the legal entity applying for federal assistance:

- a. Contact your Entity Administrator.
- b. Contact the System for Award Management (SAM.gov) to update the entity legal name/address.

3. If the above information is not the entity for which this application is being submitted, Withdraw/Delete this application. Please initiate a new application in Grants.gov w using the correct UEI/SAM profile.

Proposal Abstract*

The Idaho State Police proposes the Edward Byrne Memorial Justice Assistance Grant (JAG) funding for FY 2024 will be utilized to fund eligible projects in which address one of the nine (9) JAG purpose areas: law enforcement programs; prosecution and court programs; prevention and education programs; correctic community corrections; drug treatment and enforcement programs; planning, evaluation, and technology improvement programs; crime victim and witness pr (other than compensation); mental health programs and related law enforcement and corrections programs, including behavioral programs and crisis intervention and implementation of state crisis intervention court proceedings and related programs or initiatives, including, but not limited to, mental health courts, drug veterans courts, and extreme risk protection order programs. Idaho does not have laws related to extreme risk protection orders (ERPO) nor any plans to enact programs, therefore JAG funding will not be used for the creation and/or implementation of any ERPO programs. It is anticipated that JAG subgrantees will t various state, local, tribal, faith-based, and non-profit organizations from around the state who serve communities in both rural towns and urban cities across Idaho.

Data Requested with Application*

Financial Management and System of Internal Controls

Background

Unique Entity Identifier (UEI) Number:

RJA2KYBYGWB1

Is the applicant entity a nonprofit organization (including a nonprofit institution of higher education) as described in 26 U.S.C. 501(c)(3) and exempt from taxation under 26 U.S.C. 501(a)?

No

Audit Information

Does the applicant nonprofit organization maintain offshore accounts for the purpose of avoiding paying the tax described in 26 U.S.C. 511(a)?

If the answer to the question below is "Yes", refer to "Additional Attachments" under "What An Application Should Include" in the OJP solicitation (or application guidance) under which the applicant is submitting its application. If the solicitation/guidance describes the "Disclosure of Process related to Executive Compensation," the applicant nonprofit organization must provide -- as an attachment to its application -- a disclosure that satisfies the minimum requirements as described by OJP.

With respect to the most recent year in which the applicant nonprofit organization was required to file a tax return, does the applicant nonprofit organization believe (or assert) that it satisfies the requirements of 26 C.F.R. 53.4958-6 (which relate to the reasonableness of compensation of certain individuals)?

For purposes of this questionnaire, an "audit" is conducted by an independent, external auditor using generally accepted auditing standards (GAAS) or Generally Governmental Auditing Standards (GAGAS), and results in an audit report with an opinion.

Has the applicant entity undergone any of the following types of audit(s)? Please check all that apply:

"Single Audit" under OMB A-133 or Subpart F of 2 C.F.R. Part 200

Yes

Financial Statement Audit

Defense Contract Agency Audit (DCAA)

Other Audit and Agency

Yes

None

If Other Audit and Agency - list type of audit:

Most Recent Audit Report Issued:

Within the last 12 months

Name of Audit Agency/Firm:

Idaho Legislative Services Office

Auditor's Opinion

On the most recent audit, what was the auditor's opinion?

N/A: No audits as described above

Enter the number of findings (if none, enter "0"):

0

Enter the dollar amount of questioned costs (if none, enter "0"):

0

Were material weaknesses noted in the report or opinion?

No

Accounting System

Which of the following best describes the applicant entity's accounting system:

Automated

Does the applicant entity's accounting system have the capability to identify the receipt and expenditure of award funds separately for each Federal award?

Yes

Does the applicant entity's accounting system have the capability to record expenditures for each Federal award by the budget cost categories shown in the approved budget?

Yes

Does the applicant entity's accounting system have the capability to record cost sharing ("match") separately for each Federal award, and maintain documentation to support recorded match or cost share?

Yes

Does the applicant entity's accounting system have the capability to accurately track employees actual time spent performing work for each federal award, and to accurately allocate charges for employee salaries and wages for each federal award, and maintain records to support the actual time spent and specific allocation of charges associated with each applicant employee?

Yes

Does the applicant entity's accounting system include budgetary controls to preclude the applicant entity from incurring obligations or costs that exceed the amount of funds available under a federal award (the total amount of the award, as well as the amount available in each budget cost category)?

Yes

Is applicant entity familiar with the "cost principles" that apply to recent and future federal awards, including the general and specific principles set out in 2 C.F.R Part 200?

Yes

Property Standards and Procurement Standards

Does the applicant entity's property management system(s) maintain the following information on property purchased with federal award fund (1) a description of the property; (2) an identification number; (3) the source of funding for the property, including the award number; (4) who holds title; (5) acquisition date; (6) acquisition cost; (7) federal share of the acquisition cost; (8) location and condition of the property; (9) ultimate disposition information?

Yes

Does the applicant entity maintain written policies and procedures for procurement transactions that -- (1) are designed to avoid unnecessary or duplicative purchases; (2) provide for analysis of lease versus purchase alternatives; (3) set out a process for soliciting goods and services, and (4) include standards of conduct that address conflicts of interest?

Yes

Are the applicant entity's procurement policies and procedures designed to ensure that procurements are conducted in a manner that provides full and open competition to the extent practicable, and to avoid practices that restrict competition?

Yes

Do the applicant entity's procurement policies and procedures require documentation of the history of a procurement, including the rationale for the method procurement, selection of contract type, selection or rejection of contractors, and basis for the contract price?

Yes

Does the applicant entity have written policies and procedures designed to prevent the applicant entity from entering into a procurement contract under a federal award with any entity/individual that is suspended/debarred from such contracts, including provisions for checking the "Excluded Parties List" system (www.sam.gov) for suspended/debarred sub-grantees and contractors, prior to award?

Yes

Travel Policy

Does the applicant entity maintain a standard travel policy?

Yes

Does the applicant entity adhere to the Federal Travel Regulation (FTR)?

Yes

Subrecipient Management and Monitoring

Does the applicant entity have written policies, procedures, and/or guidance designed to ensure that any subawards made by the applicant entity under a federal award -- (1) clearly document applicable federal requirements, (2) are appropriately monitored by the applicant, and (3) comply with the requirements in 2 CFR Part 200 (see 2 CFR 200.331)?

Yes

Is the applicant entity aware of the differences between subawards under federal awards and procurement contracts under federal awards, including the different roles and responsibilities associated with each?

Yes

Does the applicant entity have written policies and procedures designed to prevent the applicant entity from making a subaward under a federal award to any entity or individual is suspended or debarred from such subawards?

Yes

Designation as High Risk by Other Federal Agencies

Is the applicant entity designated "high risk" by a federal grant-making agency outside of DOJ?

No

Name(s) of the federal awarding agency:

Date(s) the agency notified the applicant entity of the "high risk" designation:

Enter in the contact information for the "high risk" point of contact at the federal agency:

Name:

Phone:

Email:

Reason for "high risk" status as set out by the federal agency:

Certification on Behalf of the Applicant Entity

This certification must be made by the chief executive, executive director, chief financial officer, designated authorized representative ("AOR"), or other official with the requisite knowledge and authority.

On behalf of the applicant entity, I certify to the U.S. Department of Justice that the information provided above is complete and correct to the best of my knowledge. I have the requisite authority to make this certification on behalf of the applicant entity.

Name:

Christine Otto

Date:

20240826

Title:

Chief Financial Officer

Please specify your title:

Phone:

208-884-7023

FY2024 JAG Solicitation

Solicitation Questions

Please select the program areas that you intend to fund with FY 2024 JAG funds (directly or through subawards). Please select all that apply.

Law enforcement programs

Yes

Prosecution and court programs

Yes

Prevention and education programs

Yes

Corrections and community corrections programs

Yes

Drug treatment and enforcement programs

Yes

Planning, evaluation, and technology improvement programs

Yes

Crime victim and witness programs (other than compensation)

Yes

Mental health programs and related law enforcement and corrections programs, including behavioral programs and crisis intervention teams

Implementation of state crisis intervention court proceedings and related programs or initiatives, including but not limited to mental health courts, drug courts, veterans courts, and extreme risk protection order programs

Please select the areas of emphasis that you intend to address with FY 2024 JAG funds (directly or through subawards). Please select all that apply.

Prevention and prosecution of hate crimes

Election security

Enhancing justice system reform strategies

Advancing equity and support for underserved communities

Violent crime reduction

None of the above

Yes

Please select the items that you intend to fund with FY 2024 JAG funds (directly or through subawards). Please select all that apply.

Supporting reentry projects with the goal of improving outcomes for incarcerated individuals returning to the community from prison or jail

Yes

Supporting public defense systems, including the hiring and retention of attorneys

Support projects related to preventing, detecting, seizing, and/or stopping the presence and use of contraband cellphones within correctional facilities. This includes the purchasing of managed access systems and other mitigation technologies (as permitted by applicable law)

Purchase fentanyl and methamphetamine detection equipment, including handheld instruments and training for law enforcement safety, as well as opioid reversal agents

Yes

Purchase drug-detection canines to combat the rise of drug trafficking, including that of methamphetamines

Support efforts to seal and expunge criminal history information in accordance with state laws and policies

Support efforts to attract and retain an all-inclusive, diverse, expert, and accountable law enforcement workforce, with a focus on gender and racial diversity

Support virtual reality de-escalation training

Purchase humane remote restraint devices that enable law enforcement to restrain an uncooperative subject without inflicting pain

Purchase gunfire detection technology

Yes


Support implementation of Rapid DNA at the booking station to include assisting with the initial costs associated with updating criminal history systems, integration with booking station systems, and purchasing new technologies associated with Rapid DNA at the booking station

Purchase an eTrace (Electronic Tracing System)

Purchase a NIBIN Enforcement Support System (NESS)

None of the above

Proposal Narrative *

	Name	Category	Created by	Date Added
	FY 2024 JAG Proposal Narrative For Application - Final.pdf	Proposal Narrative	Julie Brotzman	10/16/2024

Goals, Objectives, Deliverables, and Timeline

Goal Statement

Objective	Fiscal Year	Quarter
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No items

Deliverable	Fiscal Year	Quarter
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No items

Goal Statement


Objective	Fiscal Year	Quarter
No items		

Deliverable	Fiscal Year	Quarter
No items		




Budget and Associated Documentation

DOES THIS BUDGET CONTAIN CONFERENCE COSTS WHICH IS DEFINED BROADLY TO INCLUDE MEETINGS, RETREATS, SEMINARS, SYMPOSIA, AND TRAINING ACTIVITIES?

Budget / Financial Attachments

Budget Worksheet and Budget Narrative (attachment) *				
Name	Category	Created by	Date Added	
 FY 24 JAG Budget Detail Worksheet and Narrative-DCRA-Final.xlsm	Budget Worksheet and Budget Narrative (attachment)	Julie Brotzman	10/16/2024	
Indirect Cost Rate Agreement (if applicable)				
Employee Compensation Waiver				
Additional Attachments				

Additional Application Components

Research and Evaluation Independence and Integrity Statement				
Additional Attachments				
Name	Category	Created by	Date Added	
 FY 2024 Chief Executive Certification - Pending Signature.pdf	Additional Application Components Other	Julie Brotzman	10/16/2024	
 2024 DCRA Implementation Update.pdf	Additional Application Components Other	Julie Brotzman	10/16/2024	
 2024 JAG Strategy with Cover - Final.pdf	Additional Application Components Other	Julie Brotzman	10/16/2024	

Disclosure and Assurances



Name
[Form SFLLL 2 0-V2.0.pdf](#)

Category
 LobbyingActivitiesDisclosur
 e

Created by

Disclosure of Duplication in Cost Items

No. [Applicant Name on SF-424] does not have (and is not proposed as a subrecipient under) any pending applications submitted within the last 12 months for federally funded grants or cooperative agreements (or for subawards under federal grants or cooperative agreements) that requires funding to support the same project being proposed in this application to OJP and that would cover any identical cost items outlined in the budget submitted as part of this application.

DOJ Certified Standard Assurances *

OMB APPROVAL NUMBER 1121-0140

EXPIRES 05/31/2019

U.S. DEPARTMENT OF JUSTICE

CERTIFIED STANDARD ASSURANCES

On behalf of the Applicant, and in support of this application for a grant or cooperative agreement, I certify under penalty of perjury to the U.S. Department of Justice ("Department"), that all of the following are true and correct:

- (1) I have the authority to make the following representations on behalf of myself and the Applicant. I understand that these representations will be relied upon as material in any Department decision to make an award to the Applicant based on its application.
- (2) I certify that the Applicant has the legal authority to apply for the federal assistance sought by the application, and that it has the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project costs) to plan, manage, and complete the project described in the application properly.
- (3) I assure that, throughout the period of performance for the award (if any) made by the Department based on the application--
 - a. the Applicant will comply with all award requirements and all federal statutes and regulations applicable to the award;
 - b. the Applicant will require all subrecipients to comply with all applicable award requirements and all applicable federal statutes and regulations; and
 - c. the Applicant will maintain safeguards to address and prevent any organizational conflict of interest, and also to prohibit employees from using their positions in any manner that poses, or appears to pose, a personal or financial conflict of interest.
- (4) The Applicant understands that the federal statutes and regulations applicable to the award (if any) made by the Department based on the application specifically include statutes and regulations pertaining to civil rights and nondiscrimination, and, in addition--
 - a. the Applicant understands that the applicable statutes pertaining to civil rights will include section 601 of the Civil Rights Act of 1964 (42 U.S.C. § 2000d); section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); section 901 of the Education Amendments of 1972 (20 U.S.C. § 1681); and section 303 of the Age Discrimination Act of 1975 (42 U.S.C. § 6102);
 - b. the Applicant understands that the applicable statutes pertaining to nondiscrimination may include section 809(c) of Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10228(c)); section 1407(e) of the Victims of Crime Act of 1984 (34 U.S.C. § 20110(e)); section 299A(b) of the Juvenile Justice and Delinquency Prevention Act of 2002 (34 U.S.C. § 11182(b)); and that the grant condition set out at section 40002(b)(13) of the Violence Against Women Act (34 U.S.C. § 12291(b)(13)), which will apply to all awards made by the Office on Violence Against Women, also may apply to an award made otherwise;
 - c. the Applicant understands that it must require any subrecipient to comply with all such applicable statutes (and associated regulations); and
 - d. on behalf of the Applicant, I make the specific assurances set out in 28 C.F.R. §§ 42.105 and 42.204.

(5) The Applicant also understands that (in addition to any applicable program-specific regulations and to applicable federal regulations that pertain to civil rights and nondiscrimination) the federal regulations applicable to the award (if any) made by the Department based on the application may include, but are not limited to, 2

C.F.R. Part 2800 (the DOJ "Part 200 Uniform Requirements") and 28 C.F.R. Parts 22 (confidentiality - research and statistical information), 23 (criminal intelligence systems), 38 (regarding faith-based or religious organizations participating in federal financial assistance programs), and 46 (human subjects protection).

(6) I assure that the Applicant will assist the Department as necessary (and will require subrecipients and contractors to assist as necessary) with the Department's compliance with section 106 of the National Historic Preservation Act of 1966 (54 U.S.C. § 306108), the Archeological and Historical Preservation Act of 1974 (54 U.S.C. §§ 312501-312508), and the National Environmental Policy Act of 1969 (42 U.S.C. §§ 4321-4335), and 28 C.F.R. Parts 61 (NEPA) and 63 (floodplains and wetlands).

(7) I assure that the Applicant will give the Department and the Government Accountability Office, through any authorized representative, access to, and opportunity to examine, all paper or electronic records related to the award (if any) made by the Department based on the application.

(8) If this application is for an award from the National Institute of Justice or the Bureau of Justice Statistics pursuant to which award funds may be made available (whether by the award directly or by any subaward at any tier) to an institution of higher education (as defined at 34 U.S.C. § 10251(a)(17)), I assure that, if any award funds actually are made available to such an institution, the Applicant will require that, throughout the period of performance--

- a. each such institution comply with any requirements that are imposed on it by the First Amendment to the Constitution of the United States; and
- b. subject to par. a, each such institution comply with its own representations, if any, concerning academic freedom, freedom of inquiry and debate, research independence, and research integrity, at the institution, that are included in promotional materials, in official statements, in formal policies, in applications for grants (including this award application), for accreditation, or for licensing, or in submissions relating to such grants, accreditation, or licensing, or that otherwise are made or disseminated to students, to faculty, or to the general public.

(9) I assure that, if the Applicant is a governmental entity, with respect to the award (if any) made by the Department based on the application--

- a. it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
- b. it will comply with requirements of 5 U.S.C. §§ 1501-1508 and 7324-7328, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

(10) If the Applicant applies for and receives an award from the Office of Community Oriented Policing Services (COPS Office), I assure that as required by 34 U.S.C. § 10382(c)(11), it will, to the extent practicable and consistent with applicable law--including, but not limited to, the Indian Self-Determination and Education Assistance Act--seek, recruit, and hire qualified members of racial and ethnic minority groups and qualified women in order to further effective law enforcement by increasing their ranks within the sworn positions, as provided under 34 U.S.C. § 10382(c)(11).

(11) If the Applicant applies for and receives a DOJ award under the STOP School Violence Act program, I assure as required by 34 U.S.C. § 10552(a)(3), that it will maintain and report such data, records, and information (programmatic and financial) as DOJ may reasonably require.

I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department's awards, including certifications provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.

Please Acknowledge *

Signed

SignerID

julie.brotzman@isp.idaho.gov

Signing Date / Time

9/10/24 7:04 PM

DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements; Law Enforcement and Community Policing *

U.S. DEPARTMENT OF JUSTICE

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; DRUG-FREE WORKPLACE REQUIREMENTS; LAW ENFORCEMENT AND COMMUNITY POLICING

Applicants should refer to the regulations and other requirements cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations or other cited requirements before completing this form. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the U.S. Department of Justice ("Department") determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by 31 U.S.C. § 1352, as implemented by 28 C.F.R. Part 69, the Applicant certifies and assures (to the extent applicable) the following:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement
- (b) If the Applicant's request for Federal funds is in excess of \$100,000, and any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal grant or cooperative agreement, the Applicant shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities" in accordance with its (and any DOJ awarding agency's) instructions; and
- (c) The Applicant shall require that the language of this certification be included in the award documents for all subgrants and procurement contracts (and their subcontracts) funded with Federal award funds and shall ensure that any certifications or lobbying disclosures required of recipients of such subgrants and procurement contracts (or their subcontractors) are made and filed in accordance with 31 U.S.C. § 1352.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

A. Pursuant to Department regulations on nonprocurement debarment and suspension implemented at 2 C.F.R. Part 2867, and to other related requirements, the Applicant certifies, with respect to prospective participants in a primary tier "covered transaction," as defined at 2 C.F.R. § 2867.20(a), that neither it nor any of its principals--

- (a) is presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) has within a three-year period preceding this application been convicted of a felony criminal violation under any Federal law, or been convicted or had a civil judgment rendered against it for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, tribal, or local) transaction or private agreement or transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion or receiving stolen property, making false claims, or obstruction of justice, or commission of any offense indicating a lack of business integrity or business honesty that seriously and directly affects its (or its principals') present responsibility;
- (c) is presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, tribal, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and/or
- (d) has within a three-year period preceding this application had one or more public transactions (Federal, State, tribal, or local) terminated for cause or default.

B. Where the Applicant is unable to certify to any of the statements in this certification, it shall attach an explanation to this application. Where the Applicant or any of its principals was convicted, within a three-year period preceding this application, of a felony criminal violation under any Federal law, the Applicant also must disclose such felony criminal conviction in writing to the Department (for OJP Applicants, to OJP at Ojpcompliancereporting@usdoj.gov; for OVW Applicants, to OVW at OVW.GFMD@usdoj.gov; or for COPS Applicants, to COPS at AskCOPSRC@usdoj.gov), unless such disclosure has already been made.

3. FEDERAL TAXES

A. If the Applicant is a corporation, it certifies either that (1) the corporation has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, or (2) the corporation has provided written notice of such an unpaid tax liability (or liabilities) to the Department (for OJP Applicants, to OJP at Ojpcompliancereporting@usdoj.gov; for OVW Applicants, to OVW at OVW.GFMD@usdoj.gov; or for COPS Applicants, to COPS at AskCOPSRC@usdoj.gov).

B. Where the Applicant is unable to certify to any of the statements in this certification, it shall attach an explanation to this application.

4. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, as implemented at 28 C.F.R. Part 83, Subpart F, for grantees, as defined at 28 C.F.R. §§ 83.620 and 83.650:

A. The Applicant certifies and assures that it will, or will continue to, provide a drug-free workplace by--

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in its workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about--

- (1) The dangers of drug abuse in the workplace;
- (2) The Applicant's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the award be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the award, the employee will--

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of the employee's conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the Department, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title of any such convicted employee to the Department, as follows:

For COPS award recipients - COPS Office, 145 N Street, NE, Washington, DC, 20530;

For OJP and OVW award recipients - U.S. Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 7th Street, N.W., Washington, D.C. 20531.

Notice shall include the identification number(s) of each affected award;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency; and
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

5. LAW ENFORCEMENT AGENCY CERTIFICATION REQUIRED UNDER DEPARTMENT OF JUSTICE DISCRETIONARY GRANT PROGRAMS (“SAFE POLICING CERTIFICATION”)

If this application is for a discretionary award pursuant to which award funds may be made available (whether by the award directly or by any subaward at any tier) to a State, local, college, or university law enforcement agency, the Applicant certifies that any such law enforcement agency to which funds will be made available has been certified by an approved independent credentialing body or has started the certification process. To become certified, a law enforcement agency must meet two mandatory conditions:

- (a) the agency’s use of force policies adhere to all applicable federal, State, and local laws; and
- (b) the agency’s use of force policies prohibit chokeholds except in situations where use of deadly force is allowed by law.

For detailed information on this certification requirement, see <https://cops.usdoj.gov/SafePolicingEO>.

The Applicant acknowledges that compliance with this safe policing certification requirement does not ensure compliance with federal, state, or local law, and that such certification shall not constitute a defense in any federal lawsuit. Nothing in the safe policing certification process or safe policing requirement is intended to be (or may be used by third parties to create liability by or against the United States or any of its officials, officers, agents or employees under any federal law. Neither the safe policing certification process nor the safe policing certification requirement is intended to (or does) confer any right on any third-person or entity seeking relief against the United States or any officer or employee thereof. No person or entity is intended to be (or is) a third-party beneficiary of the safe policing certification process, or, with respect to the safe policing certification requirement, such a beneficiary for purposes of any civil, criminal, or administrative action.

6. COORDINATION REQUIRED UNDER PUBLIC SAFETY AND COMMUNITY POLICING PROGRAMS

As required by the Public Safety Partnership and Community Policing Act of 1994, at 34 U.S.C. § 10382(c)(5), if this application is for a COPS award, the Applicant certifies that there has been appropriate coordination with all agencies that may be affected by its award. Affected agencies may include, among others, Offices of the United States Attorneys; State, local, or tribal prosecutors; or correctional agencies.

I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department’s awards, including certifications provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.

Please Acknowledge ✨
Certified

SignerID
julie.brotzman@isp.idaho.gov

Signing Date / Time
9/10/24 7:04 PM

Other Disclosures and Assurances

Applicant Disclosure and Justification - DOJ High Risk Grantees (if applicable)

No documents have been uploaded for Application Disclosure and Justification - DOJ High Risk Grantees

No documents have been uploaded for Other Disclosures and Assurances

Declaration and Certification to the U.S. Department of Justice as to this Application Submission

By [taking this action], I --


1. Declare the following to the U.S. Department of Justice (DOJ), under penalty of perjury: (1) I have authority to make this declaration and certification on behalf of the applicant; (2) I have conducted or there was conducted (including by the applicant's legal counsel as appropriate, and made available to me) a diligent review of all requirements pertinent to and all matters encompassed by this declaration and certification.
2. Certify to DOJ, under penalty of perjury, on behalf of myself and the applicant, to the best of my knowledge and belief, that the following are true as of the date of this application submission: (1) I have reviewed this application and all supporting materials submitted in connection therewith (including anything submitted in support of this application by any person on behalf of the applicant before or at the time of the application submission and any materials that accompany this declaration and certification); (2) The information in this application and in all supporting materials is accurate, true, and complete information as of the date of this request; and (3) I have the authority to submit this application on behalf of the applicant.
3. Declare the following to DOJ, under penalty of perjury, on behalf of myself and the applicant: (1) I understand that, in taking (or not taking) any action pursuant to this declaration and certification, DOJ will rely upon this declaration and certification as a material representation; and (2) I understand that any materially false, fictitious, or fraudulent information or statement in this declaration and certification (or concealment or omission of a material fact as to either) may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the applicant to civil penalties and administrative remedies under the federal False Claims Act (including under 31 U.S.C. §§ 3729-3730 and/or §§ 3801-3812) or otherwise.

Please Acknowledge ★

Signed




SignerID
 julie.brotzman@jisp.idaho.gov
 Signing Date / Time
 9/10/24 7:05 PM

Other

	Name	Category	Created by	Date Added
	Executive Order 2020-20.pdf	Other Attachments	Julie Brotzman	10/16/2024

Certified

Application Attachments

Name	Category	Created by	Date Added
 Entity Application Submitted	Correspondence	Julie Brotzman	10/16/2024
 Entity Application Submitted	Correspondence	Julie Brotzman	10/16/2024
 Executive Order 2020-20.pdf	Other Attachments	Julie Brotzman	10/16/2024
 FY 2024 Chief Executive Certification - Pending Signature.pdf	Additional Application Components Other	Julie Brotzman	10/16/2024
 2024 DCRA Implementation Update.pdf	Additional Application Components Other	Julie Brotzman	10/16/2024
 2024 JAG Strategy with Cover - Final.pdf	Additional Application Components Other	Julie Brotzman	10/16/2024
 FY 24 JAG Budget Detail Worksheet and Narrative-DCRA-Final.xlsm	Budget Worksheet and Budget Narrative (attachment)	Julie Brotzman	10/16/2024
 FY 2024 JAG Proposal Narrative For Application - Final.pdf	Proposal Narrative	Julie Brotzman	10/16/2024
 Action Required: Application GRANT14251093 Deadline Approaching	Correspondence	Agent(System-Queue-ServiceLevel.ProcessEvent)	10/12/2024
 ISP BFY 2025 APPROVED INDIRECT COST RATE LETTER.pdf	Indirect Cost Rate Agreement (if applicable)	Kara Thompson	09/10/2024
 Form SF424_4_0-V4.0.pdf	Program/Project Congressional Districts		09/10/2024
 Form SFLLL_2_0-V2.0.pdf	LobbyingActivitiesDisclosure		09/10/2024
 GrantApplication.xml	Program/Project Congressional Districts		09/10/2024
 ACTION REQUIRED: Complete Application A-501471 by October 17, 2024	Correspondence	Job(GetApplicationScheduler)	

FY 2024 Edward Byrne Memorial Justice Assistance Grant Proposal Narrative

Description of the Issue

As the Idaho State Administering Agency (SAA), the Idaho State Police Pass-Through Grants and Research (PGR) department will follow the same awarding and monitoring process as we have with previously awarded Edward Byrne Memorial Justice Assistance Grant (JAG) funds. PGR will release a continuation solicitation, as well as a solicitation for new applications, if funding is available, and make it accessible 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 will be held, where all eligible applications are discussed, and final funding decisions are made by the Council.

New one-year projects awarded in March 2024 range from digital forensic equipment to a Brasstrax National Integrated Ballistic Information Network (NIBIN) terminal; a peer support program; a strategic planning project for a family justice center in a small, rural town in Eastern Idaho; tactical medical training equipment for law enforcement and corrections officers attending Idaho Peace Officer Standards and Training (POST) classes; body worn and in-camera systems for a small, rural police department in Northern Idaho; and new radios for a rural county sheriff's office in Southeast Idaho. New three (3) year projects include domestic violence, sexual assault, vulnerable, and underserved victims programs (youth and adult); an at-risk youth program providing year-round mentoring and educational services (GED/High School Equivalent); two (2) additional projects for body worn and in-car cameras in larger sheriff's offices in Northern and Central Idaho; and in-person and virtual law enforcement training focusing on rising challenges.

The one and three (3) year projects awarded in March 2024 address seven (7) of the nine (9) JAG program areas and the FY 2024 JAG funds will help support the three (3) year projects. Continuation applications for these projects will be awarded in early 2025.

Project Design and Implementation

In July 2011, Executive Order No. 2011-11 was signed by Idaho's Governor, establishing a new Grant Review Council (Council) under the Idaho Criminal Justice Commission (ICJC), replacing the Idaho Criminal Justice Grant Review Board. Thirteen (13) members of the Council are also members of ICJC, whose purpose is to provide policy-level direction and to promote efficient and effective use of resources, based on best or evidenced-based practices, for matters related to Idaho's criminal justice system. ICJC consists of 27 members from all branches of government and three (3) citizens at large. On December 21, 2020, Executive Order No. 2020-20 was signed by Idaho's Governor, continuing the ICJC and the Council. Members of both are listed in the newest Executive Order, which has been attached as a separate document under this application.

ICJC's [Three-Year Strategic Plan](#) was approved in September 2022, and establishes priorities for Idaho. This plan includes objectives that meet the Department of Justice's (DOJ) requirements for states to engage in strategic planning when making allocation decisions about JAG funds.

The principal staff functions for the Council, who funds JAG, the STOP Violence Against Women Grant (STOP), and Sexual Assault Services Formula Program (SASP) subgrants, fall under PGR, so we work closely with the Council. PGR provides guidance, procedures, technical assistance, and instructions for the Council as they evaluate and score new and continuation applications in the PGR Grants Management System (GMS). The Council also reviews the annual JAG Strategy, along with the four (4) year STOP Implementation Plan.

The Idaho Statistical Analysis Center (ISAC), the research component of PGR, conducted a statewide criminal justice needs assessment in June 2019. After receiving 615 responses from criminal justice professionals across the state, as well as community leaders, faith-based organizations, and other relevant sectors of the community, ISAC compiled and analyzed the information and supplemented it with state administrative law enforcement and behavioral health data sources. The [Idaho Criminal Justice Needs Assessment](#) was published in May 2020.

ISAC conducted a statewide justice system stakeholder survey in April and May 2024 to inform the five (5) year JAG Strategic Plan; seeking to identify gaps in services and priority areas for funding distribution. The survey was sent to law enforcement, prosecutors, public defense attorneys, judges, adult and juvenile corrections, and victim service providers. ISAC also sent a modified version of the survey to state and local elected officials (state legislators, county commissioners, mayors, and city council members). Five hundred seventy-nine (579) responses were received from across all of the afore mentioned sectors. The 2024 Idaho Justice System Stakeholder Survey was published in October.

Not only has ISAC developed and conducted our Needs Assessment surveys, but they also aided PGR in meeting SAA's Deaths in Custody Reporting Act (DCRA) requirement by researching and gathering information needed, then designing two (2) data collection forms; one for law enforcement and corrections and one for juvenile corrections. Along with the fillable forms, ISAC established DCRA guidelines and frequently asked questions for responders. The ISAC Director distributes and collects the quarterly DCRA forms and enters them onto a spreadsheet, which is uploaded into the BJA Performance Measurement Tool (PMT) by the PGR Grants/Contracts Management Supervisor. In 2023, the ISAC Director and Grants/Contracts Management Supervisor created the FY 2023 Idaho DCRA State Implementation Plan.

Capabilities and Competencies

As the SAA, we work closely with ISAC and benefit greatly from their expertise and partnerships with the criminal justice community to help align strategies and priorities. Over the past several years ISAC has collaborated with the Idaho Council on Domestic Violence and Victim Assistance (ICDVVA) to create the [Idaho Crime Victim Services Dashboard](#) powered by Tableau. The dashboard is updated annually and includes data on community demographics, crime victims who reported their victimization to law enforcement, and crime victims served by a federally funded victim service program in Idaho. Two (2) of these federally funded programs, STOP and SASP, are managed by PGR.

ISAC continues to foster its partnership with the Sexual Violence Prevention (SVP) Health Program Manager with the Division of Public Health at the Idaho Department of Health and Welfare and will be working on a new short-term project in 2024. Previously, ISAC worked with the SVP program to gather and analyze data to allow them to better understand and track specific factors that contribute to sexual violence perpetration. This project resulted in the [Sexual Violence Prevention Indicators](#) dashboard (also powered by Tableau and managed by Get Healthy Idaho) and the [“Idaho Sexual Violence Surveillance System: Initial Development and Data Analysis”](#) publication.

ISAC has collaborated with many agencies and workgroups throughout the years. For the past 19 years, ISAC has participated on the State Epidemiological Outcomes Workgroup (SEOW) with other agencies such as the Idaho Office of Drug Policy, Idaho Health and Welfare’s Vital Statistics and Behavioral Health, Idaho Department of Correction, Idaho Department of Juvenile Corrections, and Idaho Supreme Court. The ISAC Director is the immediate past three-term

SEOW Chair and the current Vice Chair. In May 2024, the [SEOW Data Dashboard](#) and the companion report, “[Substance Misuse in Idaho: Overview of Data from the State Epidemiological Outcomes Workgroup](#),” were published. The dashboard and report include a collaboration of data from 10 sources of substance use and misuse in Idaho. The ISAC Director also serves on the Idaho Cold Case and Advanced DNA Methods Working Group, which was formed in 2022 after ISP Forensic Services received two (2) large Sexual Assault Kit Initiative (SAKI) grants. ISAC provides research and evaluation, in collaboration with the Boise State University Criminal Justice Program.

Plan for Collecting the Data Required for this Solicitation’s Performance Measures

PGR has long established grant management procedures in addition to financial and reporting systems that separately track at the state and subgrantee level, all federal and state funds, and any associated activities such as drawdowns, grant expenditures, goals, objectives, and performance measures.

PGR provides technical assistance at every stage of the subgrant process; conducts subgrantee site visits and desk reviews; approves all subgrant reports, draw requests, and adjustments; submits all required federal reports, grant applications, and grant adjustments; and attends in-person and virtual grant related trainings/conferences to ensure all JAG requirements established by Congress, DOJ, and BJA are met.

The PGR JAG Administrator has managed JAG since the inception of the PMT and is very familiar and knowledgeable with the quarterly and semi-annual reporting requirements. They designate which program module(s) each JAG subgrant is required to complete in the PMT. Subgrantees

report quarterly and semiannual activities that are reviewed and approved by the PGR JAG Administrator.

Use of JAG Funds for DCRA Compliance

The ISAC Director and Grants/Contracts Management Supervisor will use JAG funds for the following DCRA compliance activities, which are related to the law enforcement and corrections and community corrections JAG program areas.

- **Collecting, reviewing, validating, and/or reporting DCRA data.** The ISAC Director collects, reviews, and validates DCRA data and the Grants/Contracts Management Supervisor reports this data in the PMT. The ISAC Director also prepares and emails the quarterly reminders to reporting agencies. They collaborate on responses to the BJA Death in Custody Data Verification Requests.
- **Drafting or updating Idaho's DCRA State Implementation Plan or implementation report.** This too, is a collaborative effort between the ISAC Director and the Grants/Contracts Management Supervisor.
- **Possibly upgrading Idaho's current data collection method from pdf forms to an online survey tool.** This has been discussed as a way to not only make quarterly reporting easier for the reporting agencies, but also data collection for the ISAC Director. An annual online survey tool subscription would be required for this upgrade and is included in the budget worksheet.
- **Conducting outreach to and engaging with state and local agencies to build relationships and gain an understanding of challenges related to DCRA.** If the data collection method is upgraded from a pdf form to an online survey tool, PGR will reach

out to the Idaho Chiefs of Police Association (ICOPA) and the Idaho Sheriff's Association (ISA) to request time to present DCRA information at upcoming conferences. The ISAC Director will present the information, while the Grants/Contracts Management Supervisor will document any concerns, suggestions, or questions for possible future updates. In the event these conferences are not held locally, travel has been included in the budget worksheet.

- **Providing training and technical assistance on DCRA to state and local agencies.** This is currently provided, and will continue to be provided, by the ISAC Director. He may also create short recordings covering DCRA topics that will be emailed to DCRA contacts with the quarterly report reminder and posted on the DCRA webpage.
- **Updating Idaho's DCRA webpage, FAQs, and other DCRA documents.** These are currently updated, and will continue to be updated, by the ISAC Director.

Budget Detail - Year 1

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N No
[\(DOJ Financial Guide, Section 3.10\)](#)

A. Personnel

Name <i>List each name, if known.</i>	Position <i>List each position, if known.</i>	Computation <i>Show annual salary rate & amount of time devoted to the project for each name/position.</i>						
		Salary	Rate	Time Worked <i>(# of hours, days, months, years)</i>	Percentage of Time	Total Cost	Non-Federal Contribution	Federal Request
Julia Brotzman (Admin)	Grants/Contracts Officer	\$71,261.00	yearly	1	55%	\$39,194	\$0	\$39,194
Kara Thompson (Admin)	Grants/Contracts Management Supervisor	\$84,302.00	yearly	1	17%	\$14,331	\$0	\$14,331
Misty Kifer (Admin)	Grants/Contracts Officer	\$77,210.00	yearly	1	2%	\$1,544	\$0	\$1,544
Angelica Giesbrecht (Admin)	Financial Specialist	\$50,710.00	yearly	1	8%	\$4,057	\$0	\$4,057
Kara Thompson (DCRA)	Grants/Contracts Management Supervisor	\$84,302.00	yearly	1	3%	\$2,530	\$0	\$2,530
Thomas Strauss (DCRA)	Principal Research Analyst - ISAC Director	\$72,550.00	yearly	1	5%	\$3,628	\$0	\$3,628
Total(s)						\$65,284	\$0	\$65,284
Narrative								

Purpose Area #4

The three (3) Grants employees work in the Pass-Through Grants and Research (PGR) department of the Idaho State Police (ISP), as does the Idaho Statistical Analysis Center (ISAC) Director. ISP is the Governor appointed State Administering Agency (SAA) for the Edward Byrne Memorial Justice Assistance Grant (JAG) for the State of Idaho. The Financial Specialist works in ISP Financial Services.

Julia Brotzman is a Grants and Contracts Officer who manages JAG at the State level and all JAG subgrantees. Julia also manages the Sexual Assault Services Program (SASP) and the Sex Offender Registration and Notification Act (SORNA) and provides assistance with the Residential Substance Abuse Treatment (RSAT), Services*Training*Officers*Prosecutors (STOP) Violence Against Women Grant, Prison Rape Elimination Act (PREA), and Byrne State Crisis Intervention Program (Byrne SCIP) grants and subgrantee awarding process. Her responsibilities include, but are not limited to, completing and submitting JAG, SASP, and SORNA required federal applications, reports, adjustments, and closeout packages; administering Idaho's JAG and SASP pass-through solicitations and subawarding process; reviewing and approving required JAG, SASP, and SORNA, subgrantee financial and programmatic reports, adjustments, and draw requests; attending required SAA grant webinars, trainings, and conferences; providing technical assistance to all subgrantees and federal agencies; monitoring and auditing JAG, SASP, and SORNA subgrantees through site visits and desk audits; updating and maintaining the PGR website; and ordering and maintaining office supplies and equipment. Her annual salary is \$71,261 and she will spend an estimated 60% of her time managing/overseeing the JAG and SORNA awards.

Kara Thompson is the Grants and Contracts Management Supervisor who oversees PGR and provides assistance to all subgrantees, federal agencies, PGR, and financial services personnel; co-manages Byrne SCIP with Misty Kifer; assists in the reconciliation and submittal of the federal financial reports; updates the annual JAG strategy and portions of the federal JAG application; attends required SAA grant webinars, trainings, and conferences; participates in the JAG, STOP, RSAT, PREA, and SASP subgrantee awarding process; and is the main contact for the Idaho Grant Review Council. Her annual salary is \$84,302 and she will spend an estimated 20% of her time assisting with the JAG, SORNA, and PREA awards.

Misty Kifer is a Grants and Contracts Officer who manages the STOP, RSAT, and PREA grants; co-manages Byrne SCIP; and provides assistance with the JAG and SASP grants and subgrantee awarding process, when needed. Misty's duties include, but are not limited to, completing and submitting STOP, RSAT, and PREA required federal applications, reports, adjustments, and closeout packages; administering Idaho's STOP, RSAT, and PREA solicitations and subawarding process; reviewing and approving required STOP, RSAT, and PREA subgrantee financial and programmatic reports, adjustments, and draw requests; providing technical assistance to all subgrantees and federal agencies; monitoring and auditing STOP, RSAT, and PREA subgrantees through site visits and desk audits; attending required SAA grant webinars, trainings, and conferences; and updating and maintaining the PGR website. Her annual salary is \$77,210 and she will spend an estimated 2% of her time managing the PREA award and assisting with the JAG award.

Angelica Giesbrecht is a Financial Specialist for ISP and will be the financial officer for the JAG award, as well as the STOP, RSAT, SASP, PREA, SORNA, Byrne SCIP, and other DOJ awards not managed by PGR. She will process subgrantee draw requests through the state accounting system, assist new subgrantees with the required paperwork to get set up in the state accounting system for payments, provide financial technical assistance to ISP JAG subgrantees when needed, and complete and submit the federal financial reports. Her annual salary is

Purpose Area #4

\$50,710 and she will spend an estimated 10% of her time financially assisting with the JAG, SORNA, and PREA awards.

Death in Custody Report Act (DCRA): Kara Thompson submits the quarterly DCRA reports for Idaho through the Bureau of Justice Assistance (BJA) Performance Measurement Tool (PMT), updates reports from prior quarters, responds to the BJA Death in Custody Data Verification Requests, and updates the Idaho DCRA State Implementation Plan or implementation report. If Idaho's DCRA data collection method changes, she will attend outreach presentations to document any concerns, questions, or suggestions. Kara will spend an estimated 3% of her time on DCRA compliance.

DCRA: Thomas Strauss, ISAC Director, is the main point of contact for DCRA in Idaho. He requests, collects, reviews, and validates the data in the DCRA reports for current and prior quarters, then exports the data from the pdf forms to an Excel spreadsheet for upload into the PMT. He updates the Idaho DCRA State Implementation Plan or implementation report; provides training and technical assistance; and updates Idaho's DCRA webpage, FAQs, and other DCRA documents. If Idaho's DCRA data collection method changes, Thomas will present information on the new collection method, as well as other important DCRA information at Idaho Chiefs of Police and Idaho Sheriff's Association conferences. He may also create short recordings covering DCRA topics that will be emailed to DCRA contacts with the quarterly report reminder and posted on the DCRA webpage. His annual salary is \$72,550 and he will spend an estimated 5% of his time on DCRA compliance.

*** Please note that all percentages of time are estimates. As State of Idaho employees, grant staff record their time using an online timekeeping system through the State Controller's Office. ISP's Employee Handbook contains policies and procedures on Time Management/Reporting/Use of Leave which is governed by federal law, Idaho Code Title 67 Chapter 53, Division of Human Resources (DHR) Executive Branch Agency Policies, and the IDAPA rules of the DHR and Idaho Personnel Commission. PGR grant managers and the financial specialist track their time according to actual hours spent to the nearest 1/10 of an hour (or 6-minute intervals) on individual grant activities and charge to the specific grant related to that activity on bi-weekly timesheets (per 2 CFR 200.430).

Time studies are used to determine cost allocation amounts for paid leave (sick, vacation, and holiday) for fully grant funded employees, including all PGR grant managers and the financial specialist.

Purpose Area #4

B. Fringe Benefits					
Name <i>List each grant-supported position receiving fringe benefits.</i>	Computation <i>Show the basis for computation.</i>				
	Base	Rate	Total Cost	Non-Federal Contribution	Federal Request
Julia Brotzman (Admin)	\$39,194.00	45.31%	\$17,759	\$0	\$17,759
Kara Thompson (Admin)	\$14,331.00	42.19%	\$6,046	\$0	\$6,046
Misty Kifer (Admin)	\$1,544.00	43.91%	\$678	\$0	\$678
Angelica Giesbrecht (Admin)	\$4,057.00	53.46%	\$2,169	\$0	\$2,169
Kara Thompson (DCRA)	\$2,530.00	42.06%	\$1,064	\$0	\$1,064
Thomas Strauss (DCRA)	\$3,628.00	44.96%	\$1,631	\$0	\$1,631
Total(s)			\$29,347	\$0	\$29,347

Narrative	
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The FY 2025 fringe benefit rate for full-time ISP employees is 25.023%. In addition, fringe is calculated to include the portion of health insurance based on the number of hours attributed to JAG. Therefore, the rate calculation above reflects the portion of fringe, plus the portion of health insurance for each employee.

- FICA - 7.65%
- Unemployment Insurance - 0.0%
- Life Insurance - 0.693%
- Retirement - 11.96%
- Sick Leave - 0.00%
- Personnel Comm-Classified - 2.00%
- Worker's Comp - 2.72%
- Health Insurance: \$14,450 a year or \$6.95 an hour (incorporated into Rate)

Base	Portion of Insurance	Benefits	Total Benefit	Rate
\$39,194	\$7,951	\$9,808	\$17,759	45.311%

Purpose Area #4

\$14,331	\$2,460	\$3,586	\$6,046	42.188%
\$1,544	\$292	\$386	\$678	43.912%
\$4,057	\$1,154	\$1,015	\$2,169	53.463%
DCRA				
\$2,530	\$431	\$633	\$1,064	42.055%
\$3,628	\$723	\$908	\$1,631	44.956%

Purpose Area #4

C. Travel										
Purpose of Travel	Location	Type of Expense	Basis	Computation						
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>	<i>Lodging, Meals, Etc.</i>	<i>Per day, mile, trip, Etc.</i>	<i>Compute the cost of each type of expense X the number of people traveling.</i>						
				Cost	Quantity	# of Staff	# of Trips	Total Cost	Non-Federal Contribution	Federal Request
Subgrantee Site Visits (Admin)	State of Idaho	Lodging	Night	\$107.00	2	1	2	\$428	\$0	\$428
Subgrantee Site Visits (Admin)	State of Idaho	Meals	Day	\$55.00	3	1	2	\$330	\$0	\$330
Subgrantee Site Visits (Admin)	State of Idaho	Transportation	Round-trip	\$350.00	1	1	1	\$350	\$0	\$350
Subgrantee Site Visits (Admin)	State of Idaho	Other	N/A	\$341.00	1	1	1	\$341	\$0	\$341
Training/Conferences (Admin)	Location to be Determined	Lodging	Night	\$107.00	3	1	1	\$321	\$0	\$321
Training/Conferences (Admin)	Location to be Determined	Meals	Day	\$59.00	4	1	1	\$236	\$0	\$236
Training/Conferences (Admin)	Location to be Determined	Transportation	Round-trip	\$600.00	1	1	1	\$600	\$0	\$600
Training/Conferences (Admin)	Location to be Determined	Other	N/A	\$70.00	1	1	1	\$70	\$0	\$70
ICOPA and/or ISA Conferences (DCRA Outreach)	State of Idaho	Lodging	Night	\$107.00	2	2	2	\$856	\$0	\$856

Purpose Area #4

ICOPA and/or ISA Conferences (DCRA Outreach)	State of Idaho	Meals	Day	\$55.00	3	2	2	\$660	\$0	\$660
ICOPA and/or ISA Conferences (DCRA Outreach)	State of Idaho	Other	N/A	\$100.00	1	1	2	\$200	\$0	\$200
Total(s)								\$4,392	\$0	\$4,392

Narrative

Travel expenses include conducting JAG subgrantee site visits to ensure projects and subgrantees are in compliance with federal and state rules, regulations, and procedures; projects are on track programmatically and fiscally; and provide technical assistance to subgrantees if needed. Travel is throughout the State of Idaho and consists of overnight and/or day travel. Fuel is the Other travel expense for subgrantee site visits. Grant funded personnel will attend various JAG related trainings and conferences to assist them in their efforts to improve the effectiveness and efficiency of criminal justice systems, process, and procedures. Ground transportation and airport parking are the Other travel expenses for training/conferences. All travel expenses for lodging, meals, and airfare are only estimates. Once locations are determined, all state and/or federal per diem rates and policies will be followed.

DCRA: Lodging, meals, and other (fuel) are requested for possible DCRA outreach should the data collection method be upgraded from a pdf form to an online survey tool. Travel is for the ISAC Director and the Grants/Contracts Management Supervisor to attend Idaho Chiefs of Police Association (ICOPA) and/or Idaho Sheriff's Association (ISA) conferences to present on DCRA and the data collection change.

Purpose Area #4

D. Equipment					
Item <i>List and describe each item of equipment that will be purchased</i>	Computation <i>Compute the cost (e.g., the number of each item to be purchased X the cost per item)</i>				
	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
			\$0	\$0	\$0
Total(s)			\$0	\$0	\$0
Narrative					

Purpose Area #4

E. Supplies					
Supply Items		Computation			
<i>Provide a list of the types of items to be purchased with grant funds.</i>		<i>Describe the item and the compute the costs. Computation: The number of each item to be purchased X the cost per item.</i>			
	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
General Office Supplies (Admin)	1	\$60.00	\$60	\$0	\$60
Computer Supplies (Admin)	1	\$400.00	\$400	\$0	\$400
Total(s)			\$460	\$0	\$460

Narrative

Supplies include, but are not limited to, various office goods such as paper, folders, and pens. Computer supplies include software. Supplies for Grant funded personnel will be cost allocated between Pass-Through Grants and Research's federal funding sources, while supplies for the Financial Specialist will be cost allocated between her federal and state funding sources. General office and computer supplies are based on an annual calculation. Cost allocations are based on a time study conducted annually and are estimates based on average annual expenses.

Purpose Area #4

F. Construction						
Purpose <i>Provide the purpose of the construction</i>	Description of Work <i>Describe the construction project(s)</i>	Computation <i>Compute the costs (e.g., the number of each item to be purchased X the cost per item)</i>				
		# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
Total(s)				\$0	\$0	\$0

Narrative

Purpose Area #4

G. Subawards (Subgrants)									
Description		Purpose		Consultant?					
<i>Provide a description of the activities to be carried out by subrecipients.</i>		<i>Describe the purpose of the subaward (subgrant)</i>		<i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>					
				Total Cost	Non-Federal Contribution	Federal Request			
Subgrantee Awards (To Be Determined)		See Narrative Below		\$1,046,302	\$0	\$1,046,302			
				Total(s)	\$1,046,302	\$0	\$1,046,302		
Consultant Travel (if necessary)									
Purpose of Travel		Location	Type of Expense	Computation					
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>		<i>Indicate the travel destination.</i>	<i>Hotel, airfare, per diem</i>	<i>Compute the cost of each type of expense X the number of people traveling.</i>					
				Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request
							\$0		\$0
				Total			\$0	\$0	\$0
Narrative									
<p>After the 10% for Admin funds and the funds designated for DCRA compliance (\$11,037) are deducted from the FY 2024 JAG award, the remaining \$1,046,302 will be subawarded to eligible applicants/subgrantees along with any remaining funds from the prior year(s). Until the FY 2024 JAG funds are released, it is unknown what subgrantees will be funded; whether they will be continuation and/or new.</p> <p>ISP will subaward the required variable pass-through amount of \$586,532 to units of local government and subaward the remaining to states, Indian Tribal Governments, faith-based organizations, and nonprofit organizations with 100% of the less than \$10,000 allocation (\$215,106) being subawarded to state police and/or those jurisdictions that do not qualify for a direct allocation. All funds will be subawarded to eligible applicants/subgrantees whose projects fall within the nine (9) JAG purpose areas: law enforcement programs; prosecution and court programs; prevention and education programs; corrections and community corrections programs; drug treatment and enforcement programs; planning, evaluation, and technology improvement programs; crime victim and witness programs (other than compensation); mental health programs and related law enforcement and corrections programs, including behavioral programs and crisis intervention teams; and implementation of state crisis intervention court proceedings and related programs or initiatives, including, but not limited to, mental health courts, drug courts, veterans courts, and extreme risk protection order programs.</p>									

Purpose Area #4

H. Procurement Contracts										
Description		Purpose			Consultant?					
<i>Provide a description of the products or services to be procured by contract and an estimate of the costs. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold (currently \$150,000).</i>		<i>Describe the purpose of the contract</i>			<i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>					
							Total Cost	Non-Federal Contribution	Federal Request	
									\$0	
					Total(s)		\$0	\$0	\$0	
Consultant Travel (if necessary)										
Purpose of Travel	Location		Type of Expense		Computation					
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>		<i>Hotel, airfare, per diem</i>		<i>Compute the cost of each type of expense X the number of people traveling.</i>					
					Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request
								\$0		\$0
					Total			\$0	\$0	\$0
Narrative										

Purpose Area #4

I. Other Costs							
Description	Computation						
<i>List and describe items that will be paid with grants funds (e.g. rent, reproduction, telephone, janitorial, or security services, and investigative or confidential funds).</i>	<i>Show the basis for computation</i>						
	Quantity	Basis	Cost	Length of Time	Total Cost	Non-Federal Contribution	Federal Request
Communication (postal and telephone) - Admin	1	Monthly	\$3.00	12	\$36	\$0	\$36
Utilities (electrical, gas, trash, water, and sewer) -Admin	1	Monthly	\$20.00	12	\$240	\$0	\$240
Repair and Maintenance Services - Admin	1	Monthly	\$50.00	12	\$600	\$0	\$600
Vehicle Maintenance (oil change, tires, etc.) - Admin	1	Yearly	\$250.00	1	\$250	\$0	\$250
Employee Development - Admin	2	Yearly	\$450.00	1	\$900	\$0	\$900
General/Professional Services & Governmental Overhead - Admin	1	Yearly	\$3,100.00	1	\$3,100	\$0	\$3,100
Online Survey Tool Annual Subscription (DCRA)	1	Yearly	\$468.00	1	\$468	\$0	\$468
Total(s)					\$5,594	\$0	\$5,594
Narrative							

Purpose Area #4

Other costs include, but are not limited to, expenses associated with telephone, utilities, repair and maintenance services (building and janitorial), vehicle upkeep, employee development (registration fees and online training), and general/professional services and governmental overhead (carpet cleaning, inspections, payroll, auditing, accounting, etc.). Employee development includes registration fees for JAG conferences/trainings, along with online trainings related to grant administration to help keep costs down. All costs are allocated between Pass-Through Grants and Research's federal funding sources when applicable. Costs for the Financial Specialist are allocated between her various federal and state funding sources. Cost allocations are based on a time study conducted annually and are estimations based on square footage and average monthly expenses.

DCRA: The Online Survey Tool Annual Subscription will be purchased if the ISAC Director and the Grants/Contracts Management Supervisor determine to upgrade the DCRA data collection method from a pdf form to an online survey tool.

Purpose Area #4

J. Indirect Costs					
Description <i>Describe what the approved rate is and how it is applied.</i>	Computation <i>Compute the indirect costs for those portions of the program which allow such costs.</i>				
	Base	Indirect Cost Rate	Total Cost	Non-Federal Contribution	Federal Request
Indirect Costs Based on Personnel and Fringe Benefit (Admin)	\$85,778.00	27.33%	\$23,443		\$23,443
		Total(s)	\$23,443	\$0	\$23,443
Narrative					
ISP's federally approved Indirect Cost Rate is based on direct salaries and applicable fringe benefit expenses. The approved BFY 2025 Indirect Cost Rate for ISP is 27.33%.					

Budget Summary

Budget Summary											
<i>Note: Any errors detected on this page should be fixed on the corresponding Budget Detail tab.</i>											
	Year 1		Year 2 (if needed)		Year 3 (if needed)		Year 4 (if needed)		Year 5 (if needed)		
Budget Category	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Total(s)
A. Personnel	\$65,284	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$65,284
B. Fringe Benefits	\$29,347	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$29,347
C. Travel	\$4,392	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,392
D. Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
E. Supplies	\$460	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$460
F. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
G. Subawards (Subgrants)	\$1,046,302	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,046,302
H. Procurement Contracts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
I. Other	\$5,594	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,594
Total Direct Costs	\$1,151,379	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,151,379
J. Indirect Costs	\$23,443	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$23,443
Total Project Costs	\$1,174,822	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,174,822
Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N										No	



**NEGOTIATED AGREEMENT
STATE AND LOCAL UNITS OF GOVERNMENT**

INSTITUTION:

DATE: May 21, 2024

Idaho State Police

700 S. Stratford Drive
Meridian, Idaho 83642-6202

File Ref: This replaces the negotiated agreement dated January 24, 2023.

SUBJECT: The indirect cost rate(s) contained herein is for use upon grants and contracts with the Federal Government subject to the conditions contained in Section II.

SECTION I RATES

OVERHEAD

	Effective Period		<u>*Rate</u>	<u>Locations</u>	Applicable
	<u>From</u>	<u>To</u>			<u>To</u>
Fixed (FCF)	07/01/2020	06/30/2021	26.99%	All	All Programs
Fixed (FCF)	07/01/2021	06/30/2022	26.16%	All	All Programs
Fixed (FCF)	07/01/2022	06/30/2023	27.19%	All	All Programs
Fixed (FCF)	07/01/2023	06/30/2024	28.62%	All	All Programs
Fixed (FCF)	07/01/2024	06/30/2025	27.33%	All	All Programs

***Base: Total direct salaries and applicable fringe benefits**

Treatment of Fringe Benefits: Fringe benefits applicable to direct salaries and wages are treated as direct costs.

SECTION II: GENERAL

LIMITATIONS: Use of the rate(s) contained in this agreement is subject to any statutory or administrative limitations and is applicable to a given grant or contract only to the extent that funds are available. Acceptance of the rate(s) agreed to herein is predicated on the conditions: (1) that no costs other than those incurred by the grantee/contractor were included in its indirect costs pool as finally accepted and that such costs are legal obligations of the grantee/contractor and allowable under the governing cost principles; (2) that the same costs that have been treated as indirect costs are not claimed as direct costs; (3) that similar types of costs have been accorded consistent accounting treatment; and (4) that the information provided by the grantee/contractor which was used as a basis for acceptance of the rate(s) agreed to herein is not subsequently found to be materially incomplete or inaccurate.

AUDIT: Adjustments to amounts resulting from audit of the cost allocation plan upon which the negotiation of this agreement was based will be compensated for in a subsequent negotiation.

ACCOUNTING CHANGES: The rate(s) contained in this agreement are based on the accounting system in effect at the time the proposal was prepared and the agreement was negotiated. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this rate(s) require the prior approval of the office responsible for negotiating the rate(s) on behalf of the Government. Such changes include but are not limited to changes in the charging of a particular type of costs from indirect to direct. Failure to obtain such approval may result in subsequent cost disallowance.

FIXED RATE (S): The fixed rate (s) contained in this agreement is based upon estimate of the costs which will be incurred during the period for which the rate applies. When the actual costs for such period have been determined, an adjustment will be made in a subsequent negotiation to compensate for the difference between that cost used to establish the fixed rate and that which would have been used were the actual costs known at the time.

NOTIFICATION TO FEDERAL AGENCIES: Copies of this document may be provided to other Federal offices as a means of notifying them of the agreement contained herein.

SPECIAL REMARKS: Federal programs currently reimbursing indirect costs to this Department/Agency by means other than the rate(s) cited in this agreement should be credited for such costs and the applicable rate cited herein applies to the appropriate base to identify the proper amount of indirect costs allocated to the program.

U.S. DEPARTMENT OF JUSTICE
Office of Justice Programs

Idaho State Police

Prencis Shaw

Signature: Prencis Shaw
Staff Accountant
Office of the Chief Financial Officer

7/1/2024

Date

Bill W.S.

Signature

Kedrick Wills

Name

Colonel

Title

5/24/22

Date

**U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS**

**Edward Byrne Memorial Justice Assistance Grant Program FY 2024 State
Solicitation**

**Certifications and Assurances
by the Chief Executive of the Applicant Government**

On behalf of the applicant "State" named below, in support of that State's application for an award under the FY 2024 Edward Byrne Memorial Justice Assistance Grant ("JAG") Program, and further to 34 U.S.C. § 10153(a), I certify to the Office of Justice Programs ("OJP"), U.S. Department of Justice ("USDOJ"), that all of the following are true and correct:

1. I am the chief executive of the applicant State named below, and I have the authority to make the following representations on my own behalf as chief executive and on behalf of the applicant State. I understand that these representations will be relied upon as material in any OJP decision to make an award, under the application described above, to the applicant State.
2. I certify that no federal funds made available by the award (if any) that OJP makes based on the application described above will be used to supplant State or local funds but will be used to increase the amounts of such funds that would, in the absence of federal funds, be made available for law enforcement activities.
3. I assure that the application described above (and any amendment to that application) was submitted for review to the governing body of the State (e.g., the State legislature), or to an organization designated by that governing body, not less than 30 days before the date of this certification.
4. I assure that, before the date of this certification— (a) the application described above (and any amendment to that application) was made public; and (b) an opportunity to comment on that application (or amendment) was provided to citizens and to neighborhood or community-based organizations, to the extent applicable law or established procedure made such an opportunity available.
5. I assure that, for each fiscal year of the award (if any) that OJP makes based on the application described above, the applicant State will maintain and report such data, records, and information (programmatic and financial), as OJP may reasonably require.
6. I have carefully reviewed 34 U.S.C. § 10153(a)(5), and, with respect to the programs to be funded by the award (if any), I hereby make the certification required by section 10153(a)(5), as to each of the items specified therein.

Signature Pending

Signature of Chief Executive of the Applicant "State"

Brad Little

Printed Name of Chief Executive

Idaho State Police

Name of Applicant State

Date Pending

Date of Certification

Governor

Title of Chief Executive

Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
---	---	--

* 3. Date Received: <input type="text" value="Completed by Grants.gov upon submission."/>	4. Applicant Identifier: <input type="text"/>
---	---

5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>
---	--

State Use Only:

6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>
--	--

8. APPLICANT INFORMATION:

* a. Legal Name: <input type="text" value="Idaho State Police"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="826000952"/>	* c. UEI: <input type="text" value="RJA2KYBYGWB1"/>	

d. Address:

* Street1:	<input type="text" value="700 South Stratford Drive"/>
Street2:	<input type="text"/>
* City:	<input type="text" value="Meridian"/>
County/Parish:	<input type="text"/>
* State:	<input type="text" value="ID: Idaho"/>
Province:	<input type="text"/>
* Country:	<input type="text" value="USA: UNITED STATES"/>
* Zip / Postal Code:	<input type="text" value="83642-6202"/>

e. Organizational Unit:

Department Name: <input type="text" value="Pass-Through Grants & Research"/>	Division Name: <input type="text"/>
--	---

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: <input type="text"/>	* First Name: <input type="text" value="Julia"/>
Middle Name: <input type="text"/>	
* Last Name: <input type="text" value="Brotzman"/>	
Suffix: <input type="text"/>	

Title: <input type="text" value="Grants and Contracts Officer"/>

Organizational Affiliation: <input type="text" value="Idaho State Police/Pass-Through Grants & Research"/>
--

* Telephone Number: <input type="text" value="208-884-7041"/>	Fax Number: <input type="text"/>
--	---

* Email: <input type="text" value="julie.brotzman@isp.idaho.gov"/>

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

A: State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

Bureau of Justice Assistance

11. Catalog of Federal Domestic Assistance Number:

16.738

CFDA Title:

Edward Byrne Memorial Justice Assistance Grant Program

*** 12. Funding Opportunity Number:**

O-BJA-2024-172238

* Title:

BJA FY 24 Edward Byrne Memorial Justice Assistance Grant (JAG) Program- State Solicitation

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Idaho's BJA FY 24 Edward Byrne Memorial Justice Assistance Grant (JAG) Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="1,174,832.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="1,174,832.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes
- No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: * Date Signed:

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

OMB Number: 4040-0013
Expiration Date: 02/28/2025

1. * Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. * Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. * Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
--	--	--

4. Name and Address of Reporting Entity:

Prime SubAwardee

* Name:

* Street 1: Street 2:

* City: State: Zip:

Congressional District, if known:

5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:

6. * Federal Department/Agency: <input type="text" value="Bureau of Justice Assistance"/>	7. * Federal Program Name/Description: <input type="text" value="Edward Byrne Memorial Justice Assistance Grant Program"/> CFDA Number, if applicable: <input type="text" value="16.738"/>
---	---

8. Federal Action Number, if known: <input type="text"/>	9. Award Amount, if known: \$ <input type="text" value="1,174,832.00"/>
--	---

10. a. Name and Address of Lobbying Registrant:

Prefix * First Name Middle Name

* Last Name Suffix

* Street 1 Street 2

* City State Zip

b. Individual Performing Services (including address if different from No. 10a)

Prefix * First Name Middle Name

* Last Name Suffix

* Street 1 Street 2

* City State Zip

11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* Signature:

* Name: Prefix * First Name Middle Name
* Last Name Suffix

Title: Telephone No.: Date:

Federal Use Only: Authorized for Local Reproduction
Standard Form - LLL (Rev. 7-97)



Executive Department
State of Idaho

State Capitol
Boise

EXECUTIVE DEPARTMENT
STATE OF IDAHO
BOISE

EXECUTIVE ORDER NO. 2020-20

CONTINUING THE IDAHO CRIMINAL JUSTICE COMMISSION

WHEREAS, it is in the best interest of the citizens of the State of Idaho that government promote efficiency and effectiveness of the criminal justice system and, where possible, encourage dialogue among the respective branches of government to achieve this effectiveness and efficiency; and

WHEREAS, combating crime and protecting citizens from criminal depredations is of vital concern to government; and

WHEREAS, communication and cooperation among the various elements of the community of criminal justice professionals is of utmost importance in promoting efficiency and effectiveness; and

WHEREAS, providing policy makers and criminal justice decision makers with accurate information results in better decisions, improving public safety and resulting in more efficient use of public resources; and

WHEREAS, under the provisions of the Omnibus Crime Control and Safe Streets Act of 1968 and the Crime Control Act of 2005, each state is encouraged to develop and implement a competitive mechanism for awarding certain federal grant funds; and

WHEREAS, Idaho's current criminal justice efforts and initiatives require clear strategic planning and continued coordination; and

WHEREAS, since its creation in 2005, the Idaho Criminal Justice Commission has advised and made recommendations to Idaho Governors on criminal justice policy in a forum that brings stakeholders together to respectfully work together.

NOW, THEREFORE, I, Brad Little, Governor of the State of Idaho, by the authority vested in me by the Constitution and the laws of the State of Idaho do hereby order that Executive Order 2018-03 is repealed and replaced by this order, and in so doing do also order that:

- I. *The Idaho Criminal Justice Commission ("Commission") is hereby established. The Commission shall consist of twenty-seven (27) members and the membership shall be as follows:*
 - a. *Ex Officio Members:*
 - i. *The Attorney General or designee;*
 - ii. *The Director of the Idaho Department of Correction;*
 - iii. *The Director of the Idaho State Police;*
 - iv. *The Director of the Idaho Department of Juvenile Corrections;*
 - v. *The Administrator of the Office of Drug Policy;*
 - vi. *The Executive Director of the Idaho Association of Counties;*
 - vii. *The Executive Director of the Idaho Commission of Pardons and Parole;*

- viii. *The Director of the Idaho Department of Health and Welfare or designee;*
- ix. *The Administrative Director of the State Courts;*
- x. *The State Appellate Public Defender; and*
- xi. *The United States Attorney for the District of Idaho or designee.*

b. *Members Appointed by the Governor:*

- i. *A representative from the Governor's Office;*
- ii. *A representative from the Idaho Prosecuting Attorneys Association;*
- iii. *A representative from the Idaho Sheriffs' Association;*
- iv. *A representative from the Idaho Chiefs of Police Association;*
- v. *A representative from the Idaho State Department of Education;*
- vi. *Three (3) citizens at large, with special consideration given to individuals with experience or education related to the Mission of the Idaho Criminal Justice Commission, and/or those individuals representing tribal or other underrepresented communities in Idaho; and*
- vii. *A representative serving on the Idaho Public Defense Commission or the Executive Director.*

c. *Members Appointed by Other Officials:*

- i. *Two (2) members from the Idaho Senate appointed by the President Pro Tempore;*
- ii. *Two (2) members from the Idaho House of Representatives appointed by the Speaker of the House; and*
- iii. *Three (3) representatives from the Idaho judiciary appointed by the Chief Justice, with at least one (1) representative being a district judge and at least one (1) representative being a magistrate judge.*

2. *The Commission members representing the judiciary and the United States Attorney for the District of Idaho or designee will serve in a nonvoting, advisory capacity.*
3. *Any designees authorized by this order must be from the same office or agency as the Commission member. Ex-officio members, unless expressly allowed by this order to select a designee from their office or agency, may not allow a designee to vote in their stead*
4. *All Commission members appointed by the Governor serve at the pleasure of the Governor and vacancies among Commission members with a term fixed by this order shall be filled in the same manner as the original appointment and for the duration of the unexpired term.*
5. *The terms of all Commission members appointed by the Governor shall terminate on thirty-first day of January. The terms of all Commission members appointed by the Governor shall be for four (4) years, except the citizens at large, whose terms shall be for two (2) years.*
6. *The Chair of the Commission shall be appointed by the Governor to serve at the pleasure of the Governor. A Vice-Chair shall be selected annually by the members of the Commission. The term of office of the Vice-Chair shall be one (1) year. The Chair may succeed himself as approved by the Governor and the Vice-Chair may succeed himself as approved by the Commission.*
7. *The Commission shall receive administrative staff support from the State agencies represented on the Commission.*
8. *The Commission will meet no less than four (4) times annually.*
9. *The Commission may appoint subcommittees consistent with the needs of the Commission to address pertinent issues that merit more in-depth consideration.*

10. *Commission members will serve without compensation or reimbursement for expenses, including related travel and per diem to attend Commission meetings.*
11. *The purpose of the Commission shall be to provide policy-level direction and to promote efficient and effective use of resources, based on a data-driven approach and evidenced-based practices, for matters related to the State's criminal justice system. To that end it shall:*
- a. Identify critical challenges facing the criminal justice system and recommend strategies to resolve them by;*
 - b. Developing and adopting a three-year strategic plan to be reviewed annually;*
 - c. Analyzing the long-range needs of the criminal justice system;*
 - d. Assessing the cost-effectiveness, return on investment and performance measures of the use of State and local funds in the criminal justice system;*
 - e. Reviewing data and reporting relating to Idaho's implementation of the Justice Reinvestment Act subsequent criminal justice reforms;*
 - f. Advise and develop recommendations for the Governor and the Legislature, when appropriate, on public policy and strategies to improve the State's criminal justice system;*
 - g. Review and evaluate criminal justice policies and proposed legislation to determine the impact on the State's adult and juvenile justice systems;*
 - h. Promote communication among criminal justice professionals and the respective branches of State and local government to improve professionalism, create partnerships, and improve cooperation and coordination at all levels of the criminal justice system; and*
 - i. Research and evaluate evidenced-based practices and use findings to influence decisions on policy.*
12. *The Grant Review Council ("Council") shall be established under the Commission and is charged with disbursing federal grant funding appropriated under provisions of the Omnibus Crime Control and Safe Streets Act of 1968, as amended; of the Violence Against Women Act of 1994, and other such federal grant programs as may come within the purview of the Idaho State Police with the overall mission of enhancing the efficiency and effectiveness of the criminal justice system in Idaho.*
- a. The Council shall consist of thirteen (13) members of the Idaho Criminal Justice Commission for the purpose of assisting the Idaho State Police in its distribution of grant funds. The Council membership shall be as follows:*
 - i. The Attorney General or designee;*
 - ii. The Administrative Director of the State Courts;*
 - iii. The Director of the Idaho Department of Correction;*
 - iv. The Director of the Idaho State Police;*
 - v. The Director of the Idaho Department of Juvenile Corrections;*
 - vi. The Administrator of the Office of Drug Policy;*
 - vii. The Idaho State Appellate Public Defender;*
 - viii. A representative from the Idaho Prosecuting Attorneys Association;*
 - ix. The Executive Director of the Idaho Association of Counties;*
 - x. Two (2) citizens at large;*
 - xi. A representative from the Idaho Sheriffs' Association; and*

- xii. *A representative from the Idaho Chiefs of Police Association.*
- b. *In addition, the Council shall consist of the following seven (7) members appointed by the Chair of the Commission upon recommendation by the Commission:*
 - i. *A representative from the Idaho Council on Domestic Violence;*
 - ii. *A representative from a statewide advocacy agency;*
 - iii. *A prosecuting attorney;*
 - iv. *A representative from the juvenile justice system;*
 - v. *A representative from the misdemeanor probation system;*
 - vi. *A Chief of Police; and*
 - vii. *A Sheriff*
- c. *The Chair of the Council shall be appointed by vote of the members of the Council and shall serve a term of four (4) years. The Chair will report to the Commission not less than annually on the activities, actions, and decisions of the Council regarding the distribution of grant funds.*
- d. *Each member of the Council shall be entitled to one vote in the matters before them.*
- e. *No member may participate in a vote for a direct award of funds in which the member receives personal pecuniary benefits, as defined by Idaho Code. Unless prohibited by federal grant restriction, when a member has authority over an entity or agency which has applied for a direct award of funds, the member shall disclose the relationship to the Council. Upon disclosure of such relationship, the member may vote upon the award unless the member requests to be excused.*
- f. *Participation by Council members (or their designees, when authorized by this order) in the scoring and evaluation of the individual grant applications is required. Members not participating in the scoring and evaluation process will not be entitled to vote on the awarding of the application.*
- g. *Meetings of the Council shall be convened as determined necessary by the Chair of the Council, Chair of the Commission, or the Idaho State Police.*
- h. *The principal staff functions of the Council shall be located with the Idaho State Police.*
- i. *Members of the Council will receive travel reimbursement in accordance with Idaho State Police policy and procedures.*
- j. *The Council will establish by-laws in accordance with guidance provided by the Bureau of Justice Assistance and the Idaho State Police, and consistent with the Commission's long-term strategies.*
- k. *Members of the Council will receive training provided by the Idaho State Police and in conjunction with the Commission.*
- I. *Members of the Council will meet at least once a year to assist in strategic planning efforts with representatives from the Idaho State Police. The Council shall develop a strategic funding plan consistent with the statewide strategic planning efforts of the Commission.*



IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the State of Idaho in Boise on this 21st day of December in the year of our Lord two thousand and twenty.



LAWRENCE DENNEY
SECRETARY OF STATE



BRADLITTLE
GOVERNOR