

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" value="Idaho"/>	
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. Organizational DUNS: <input type="text" value="8770631070000"/>	
d. Address:		
* Street1: <input type="text" value="700 S. Stratford Drive"/>	Street2: <input type="text"/>	
* City: <input type="text" value="Meridian"/>	County/Parish: <input type="text" value="Idaho"/>	
* 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="836426202"/>	
e. Organizational Unit:		
Department Name: <input type="text"/>	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"/>	
Organizational Affiliation: <input type="text" value="Idaho State Police/Planning, Grants, and Research"/>		
* Telephone Number: <input type="text" value="2088847041"/>	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-2021-35005

* Title:

BJA FY 21 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:**

2021 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="1,192,389.00"/>
* 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="1,192,389.00"/>

*** 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 218, 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: 02/28/2022

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: Idaho State Police

* Street 1: 700 S. Stratford Drive Street 2: _____

* City: Meridian State: ID: Idaho Zip: 83642

Congressional District, if known: ID-001

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

6. * Federal Department/Agency: Bureau of Justice Assistance	7. * Federal Program Name/Description: Edward Byrne Memorial Justice Assistance Grant Program
	CFDA Number, if applicable: 16.738

8. Federal Action Number, if known: _____	9. Award Amount, if known: \$ _____
---	---

10. a. Name and Address of Lobbying Registrant:

Prefix _____ * First Name N/A Middle Name _____

* Last Name N/A Suffix _____

* Street 1 N/A Street 2 _____

* City N/A State _____ Zip _____

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

Prefix _____ * First Name N/A Middle Name _____

* Last Name N/A Suffix _____

* Street 1 N/A Street 2 _____

* City N/A 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: Completed on submission to Grants.gov

* Name: Prefix _____ * First Name Julia Middle Name _____
* Last Name Brotzman Suffix _____

Title: _____ Telephone No.: _____ Date: Completed on submission to Grants.gov

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

FY 2021 Edward Byrne Memorial Justice Assistance Grant Proposal Narrative

As the Idaho State Administering Agency (SAA), the Idaho State Police Planning, Grants, and Research (PGR) department will follow the same awarding and monitoring process as 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 projects awarded in September 2020 range from the enhancement of a fusion center to crime prevention; training in officer wellness and PTSD, artificial intelligence, domestic terrorism, and opioids and other illicit drugs; domestic violence programs; fixed automated license plate reader systems; substance abuse treatment; youth prevention and education programs; and mental health treatment programs. It is anticipated that FY 2021 JAG funds will help support the awarded projects in their third year of funding.

In July 2011, Executive Order No. 2011-11 was signed by Idaho's Governor, establishing a new Grant Review Council under the Idaho Criminal Justice Commission (ICJC), replacing the Idaho Criminal Justice Grant Review Board (Board). With this new directive, some members of the Board were replaced, and new organization members were added, bringing the total from 17 to 20 and changing the dynamics of the Council. 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 26 members from all branches of government and three (3) citizens at large. On January 30, 2018, Executive Order No. 2018-03 was signed by Idaho's Governor, continuing the ICJC and the Council. Members of both are listed in the newest Executive Order and has been attached as a separate document under this application.

ICJC's [Three-Year Strategic Plan](#) was approved on November 20, 2020 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 Idaho Statistical Analysis Center (ISAC), a component of PGR, conducted a Needs Assessment Survey in 2011, analyzing gaps in criminal justice services, as well as the needs of the criminal justice community. The survey was sent to criminal justice organizations (police and sheriff departments, adult and juvenile probation and parole, corrections, juvenile corrections, etc.) and community leaders (mayors, county commissioners, etc.). Since the first Needs Assessment was published in March 2012, numerous JAG projects have addressed the identified gaps and needs including:

- ▲ juvenile prevention and education programs;
- ▲ sexual assault programs;
- ▲ domestic violence services;
- ▲ classroom and online trainings in computer crimes, investigating and preventing school violence, human trafficking, and educating multidisciplinary professionals to better serve the needs of Idaho crime victims of domestic violence and sexual assault;
- ▲ treatment options for mental health and drug/alcohol abuse;
- ▲ fusion centers; and

- ▲ officer safety equipment.

To enhance and update Idaho's approved strategic plan, ISAC reviewed data from the Idaho Incident Based Reporting System (IIBRS) to examine prevalence, outcomes, and crime trends reported by law enforcement in Idaho. They also conducted an updated statewide needs assessment in June 2019 through a survey of criminal justice professionals across the state; seeking again to identify gaps in services and priority areas for funding distribution. As before, the survey was sent to law enforcement, prosecutors, public defense attorneys, judges, and adult and juvenile corrections, with the addition of victim service providers. ISAC also sent a modified version of the survey to community leaders, faith-based organizations, and other relevant sectors of the community. After receiving 615 responses from across all of the afore mentioned sectors and supplemented with state administrative law enforcement and behavioral health data sources, ISAC compiled and analyzed the information and in May of 2020, published the Idaho Criminal Justice Needs Assessment. The publication can be found at, <https://isp.idaho.gov/pgr/wp-content/uploads/sites/16/2020/05/Idaho-Criminal-Justice-Needs-Assessment.pdf>. PGR will identify any gaps in Idaho's criminal justice services and release a solicitation in 2022, if funding for new projects is available, based on those gaps and JAG identifiers, along with input and priority areas from ICJC and the Council.

Not only has ISAC developed and conducted our Needs Assessment surveys, but they also aided PGR in meeting SAA's new Deaths in Custody Reporting Act (DICRA) 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 DICRA guidelines and frequently asked questions for responders and

assists every quarter in distributing and collecting the form for PGR to enter/upload the information in the PMT system.

ISAC's continued partnership with the Idaho Council on Domestic Violence and Victim Assistance, the Idaho Victims Compensation Program, and the Idaho Network of Child Advocacy Centers has resulted in quarterly data collaboration meetings to discuss the data each agency has available, along with data needs and gaps. The initial partnership between this group resulted in a [Crime Victim Services Dashboard](#) powered by Tableau and a publication titled "[Forensic Interviews in Idaho: Current Challenges and Opportunities for Coordinated Service Delivery.](#)"

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. 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 16 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, the Idaho Department of Correction, the Idaho Department of Juvenile Corrections, and the Idaho Supreme Court. The ISAC Director is the current SEOW Chair. ISAC was an integral player in revitalizing the Research Alliance, a subcommittee consisting of researchers from member agencies of ICJC. Since the development of the Idaho Criminal Justice

Commission Data Sharing Platform, ISAC has forged relationships and built an environment where sharing data is seen as beneficial. The project spurred conversations between the Research Alliance and ICJC regarding a widespread system of data integration. After developing the idea more, a white paper by the Research Alliance was given to Idaho's Governor, which ultimately resulted in legislation being passed creating the Criminal Justice Integrated Data System. In 2020, ISAC was invited to bring their expertise in data sharing to the Data Coordination Subcommittee of the Opioid and Substance Use Disorder Advisory Group. Established by the Governor in 2019, the group aims to use data and research in making recommendations to the Governor to address the opioid crisis and includes members from across the health care and criminal justice systems.

As the SAA, we work closely with ISAC and benefit greatly from their expertise and partnerships within the criminal justice community to help align funding strategies and priorities. Due to the late release of the FY 2018 JAG solicitation, coupled with the court ordered injunction and all the confusion associated with the new certifications, PGR's funding cycle for calendar year 2019 was delayed by at least 10 months. With the COVID-19 pandemic and the Coronavirus Emergency Supplemental Funding (CESF) Program award, PGR delayed the funding cycle further for calendar year 2020. Applications for new projects were submitted in late December 2019 and funded by the Council in September 2020. A solicitation for continuation projects will be released in late 2021/early 2022

After awarding eligible continuation subgrants, the penalties (excluding NIBRS*) applied to Idaho's JAG funding for the Prison Rape Elimination Act (PREA) and Sex Offender Registration Notification Act (SORNA), along with annual federal allocation cuts, limited funding will be

*Idaho has been NIBRS (National Incident-Based Reporting System) compliant and certified since July 1, 1992 and FBI (Federal Bureau of Investigation) certified since March 16, 2018, eliminating the 3% penalty set aside.

available for new projects, so a solicitation for new applications will not be released in 2021.

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 grant related trainings/conferences to ensure all JAG requirements established by Congress, DOJ, and the Bureau of Justice Assistance (BJA) are met. PGR also enters the required DICRA information and designates which program modules each JAG subgrant is required to complete in the BJA Performance Measurement Tool (PMT) system. Subgrantees report quarterly and semiannual activities that are reviewed and approved by the PGR JAG manager.

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

[\(DOJ Financial Guide, Section 3.10\)](#)

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>						
		<i>Salary</i>	<i>Rate</i>	<i>Time Worked (# of hours, days, months, years)</i>	<i>Percentage of Time</i>	<i>Total Cost</i>	<i>Non-Federal Contribution</i>	<i>Federal Request</i>
Julia Brotzman	Grants/Contracts Officer	\$61,318.00	yearly	1	55%	\$33,725	\$0	\$33,725
Kara Thompson	Grants/Contracts Management Supervisor	\$72,987.00	yearly	1	20%	\$14,598	\$0	\$14,598
Misty Kifer	Grants/Contracts Officer	\$66,810.00	yearly	1	2%	\$1,337	\$0	\$1,337
Leena Gilman	Financial Specialist	\$50,502.00	yearly	1	13%	\$6,566	\$0	\$6,566
Total(s)						\$56,226	\$0	\$56,226

Narrative

The three (3) Grants employees work in the Planning, Grants, and Research (PGR) department of the Idaho State Police (ISP). 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), the Sex Offender Registration and Notification Act (SORNA), and the Prison Rape Elimination Act (PREA); co-manages the Coronavirus Emergency Supplemental Funding (CESF) Program; and provides assistance with the Residential Substance Abuse Treatment (RSAT) and Services*Training*Officers*Prosecutors (STOP) grants and subgrantee awarding process. Her responsibilities include, but are not limited to, completing and submitting JAG, CESF, SASP, SORNA, and PREA required federal applications, reports, adjustments, and closeout packages; administering Idaho's JAG, CESF, and SASP pass-through solicitations and subawarding process; reviewing and approving required JAG, CESF, SASP, SORNA, and PREA subgrantee financial and programmatic reports, adjustments, and draw requests; providing technical assistance to all subgrantees and federal agencies; monitoring and auditing JAG, CESF, SASP, SORNA, and PREA 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 \$61,318 and she will spend an estimated 55% of her time managing/overseeing the JAG, SORNA, and PREA 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; assists in the reconciliation and submittal of the federal financial reports, the annual JAG strategy, and the submission of the Death in Custody Reporting Act (DICRA) through the Bureau of Justice Assistance (BJA) Performance Measurement Tool (PMT) system; participates in the JAG, CESF, STOP, RSAT, PREA, and SASP subgrantee awarding process; co-manages and shares in the responsibilities associated with the CESF Program with Julia Brotzman; and is the main contact for the Idaho Grant Review Council. Her annual salary is \$72,987 and she will spend

Purpose Area #4

an estimated 20% of her time assisting with the JAG, SORNA, and PREA awards and the PMT DICRA reporting.

Misty Kifer

is a Grants and Contracts Officer who manages the STOP and RSAT grants, and provides assistance with the JAG and CESF grants and subgrantee awarding process, when needed. Misty's duties include, but are not limited to, completing and submitting STOP and RSAT required federal applications, reports, adjustments, and closeout packages; administering Idaho's STOP and RSAT solicitations and subawarding process; reviewing and approving required STOP and RSAT subgrantee financial and programmatic reports, adjustments, and draw requests; providing technical assistance to all subgrantees and federal agencies; monitoring and auditing STOP and RSAT subgrantees through site visits and desk audits; and updating and maintaining the PGR website. Her annual salary is \$66,810 and she will spend an estimated 2% of her time assisting with the JAG award.

Leena Gilman 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, and CESF awards. 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 \$50,502 and she will spend an estimated 13% of her time financially assisting with the JAG, SORNA, and PREA awards.

*** 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	Computation				
<i>List each grant-supported position receiving fringe benefits.</i>	<i>Show the basis for computation.</i>				
	Base	Rate	Total Cost	Non-Federal Contribution	Federal Request
Julia Brotzman	\$33,725.00	42.54%	\$14,346	\$0	\$14,346
Kara Thompson	\$14,598.00	39.50%	\$5,766	\$0	\$5,766
Misty Kifer	\$1,337.00	40.99%	\$548	\$0	\$548
Leena Gilman	\$6,566.00	46.60%	\$3,060	\$0	\$3,060
Total(s)			\$23,720	\$0	\$23,720

Narrative

The FY 2022 fringe benefit rate for full-time ISP employees is 23.537%. 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 - 0.49%
- Life Insurance - 0.721%
- Retirement - 11.94%
- Sick Leave - 0.00%
- Personnel Comm-Classified - 0.306%
- Worker's Comp - 2.43%
- Health Insurance: \$11,650 a year or \$5.60 an hour (incorporated into Rate)

Base	Portion of Insurance	Benefits	Total Benefit	Rate
\$ 33,725	\$ 6,408	\$ 7,938	\$ 14,346	42.538%

Purpose Area #4

\$ 14,598	\$ 2,330	\$ 3,436	\$ 5,766	39.498%
\$ 1,337	\$ 233	\$ 315	\$ 548	40.987%
\$ 6,566	\$ 1,515	\$ 1,545	\$ 3,060	46.603%

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	State of Idaho	Lodging	Night	\$96.00	2	1	3	\$576	\$0	\$576
Subgrantee Site Visits	State of Idaho	Meals	Day	\$49.00	3	1	3	\$441	\$0	\$441
Subgrantee Site Visits	State of Idaho	Transportation	Round-trip	\$300.00	1	1	1	\$300	\$0	\$300
Subgrantee Site Visits	State of Idaho	Other	N/A	\$354.00	1	1	1	\$354	\$0	\$354
Training/Conferences	Location to be Determined	Lodging	Night	\$96.00	3	2	3	\$1,728	\$0	\$1,728
Training/Conferences	Location to be Determined	Meals	Day	\$55.00	4	2	3	\$1,320	\$0	\$1,320
Training/Conferences	Location to be Determined	Transportation	Round-trip	\$450.00	1	2	3	\$2,700	\$0	\$2,700
Training/Conferences	Location to be Determined	Other	N/A	\$50.00	1	2	3	\$300	\$0	\$300
Total(s)								\$7,719	\$0	\$7,719
Narrative										

Purpose Area #4

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.

Purpose Area #4

D. Equipment					
Item	Computation				
<i>List and describe each item of equipment that will be purchased</i>	<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
Replacement Laptop Computer - Allocated Costs	1	\$1,656.00	\$1,656	\$0	\$1,656
			Total(s)	\$1,656	\$0
Narrative					
<p>The replacement laptop computer will be cost allocated between Planning, Grants, and Research's federal funding sources.</p>					

Purpose Area #4

E. Supplies					
Supply Items <i>Provide a list of the types of items to be purchased with grant funds.</i>		Computation <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	12	\$20.00	\$240	\$0	\$240
Printer Supplies	4	\$100.00	\$400	\$0	\$400
Computer Supplies	1	\$340.00	\$340	\$0	\$340
Total(s)			\$980	\$0	\$980
Narrative					
<p>Supplies include, but are not limited to, various office goods such as paper, folders, pens, and printer cartridges. Computer supplies include software. Supplies for Grants funded personnel will be cost allocated between Planning, 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 supplies are based on a 12 month calculation, printer supplies are based on a quarterly calculation, 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 monthly or annual expenses.</p>					

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		\$1,073,150	\$0	\$1,073,150	
				Total(s)	\$1,073,150	\$0	\$1,073,150

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

After the 10% for Admin funds are removed from the FY 2021 JAG award, the remaining \$1,073,150 will be subawarded to eligible applicants/subgrantees along with any remaining funds from the prior year(s). Until the FY 2021 JAG funds are released, it is unknown what subgrantees will be funded; whether they will be continuation and/or new. ISP will subaward the required variable pass through amount of \$573,597 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 (\$217,891) 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 eight (8) 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); and mental health programs and related law enforcement and corrections programs, including behavioral programs and crisis intervention teams.

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 <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>	Computation <i>Show the basis for computation</i>						
	Quantity	Basis	Cost	Length of Time	Total Cost	Non-Federal Contribution	Federal Request
Communication (postal and telephone)	1	Monthly	\$3.00	12	\$36	\$0	\$36
Utilities (electrical, gas, trash, water, and sewer)	1	Monthly	\$100.00	12	\$1,200	\$0	\$1,200
Repair and Maintenance Services	1	Monthly	\$154.00	12	\$1,848	\$0	\$1,848
Vehicle Maintenance (oil change, tires, etc.)	1	Yearly	\$290.00	1	\$290	\$0	\$290
Employee Development	5	Yearly	\$450.00	1	\$2,250	\$0	\$2,250
General and Professional Services and Governmental Overhead	1	Monthly	\$200.00	12	\$2,400	\$0	\$2,400
Total(s)					\$8,024	\$0	\$8,024
Narrative							

Purpose Area #4

Other costs include, but are not limited to, expenses associated with utilities, telephone, repair and maintenance services (building and janitorial), building inspections, general and professional services and governmental overhead (carpet cleaning, inspections, auditing, accounting, etc.), vehicle upkeep, and employee development (registration fees and online training). 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 Planning, 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.

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>				
	<i>Base</i>	<i>Indirect Cost Rate</i>	<i>Total Cost</i>	<i>Non-Federal Contribution</i>	<i>Federal Request</i>
Indirect Costs Based on Personnel and Fringe Benefits	\$79,946.00	26.16%	\$20,914		\$20,914
Total(s)			\$20,914	\$0	\$20,914
Narrative					
ISP's federally approved Indirect Cost Rate is based on direct salaries and applicable fringe benefit expenses. The approved BFY 2022 Indirect Cost Rate for ISP is 26.16%.					

Budget Summary

Budget Summary

Note: Any errors detected on this page should be fixed on the corresponding Budget Detail tab.

Budget Category	Year 1		Year 2 (if needed)		Year 3 (if needed)		Year 4 (if needed)		Year 5 (if needed)		Total (\$)
	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	
A. Personnel	\$56,226	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$56,226
B. Fringe Benefits	\$23,720	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$23,720
C. Travel	\$7,719	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,719
D. Equipment	\$1,656	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,656
E. Supplies	\$980	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$980
F. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
G. Subawards (Subgrants)	\$1,073,150	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,073,150
H. Procurement Contracts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
I. Other	\$8,024	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,024
Total Direct Costs	\$1,171,475	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,171,475
J. Indirect Costs	\$20,914	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$20,914
Total Project Costs	\$1,192,389	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,192,389
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: February 23, 2021

Idaho State Police
700 S. Stratford Drive
Meridian, Idaho 83642-6202

File Ref: This replaces the negotiated agreement dated March 16, 2020.

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

Type	Effective Period		*Rate	Locations	Applicable
	From	To			To
Fixed (FCF)	07/01/2011	06/30/2012	33.46%	All	All Programs
Fixed (FCF)	07/01/2012	06/30/2013	29.35%	All	All Programs
Fixed (FCF)	07/01/2013	06/30/2014	29.05%	All	All Programs
Fixed (FCF)	07/01/2014	06/30/2015	28.27%	All	All Programs
Fixed (FCF)	07/01/2015	06/30/2016	30.13%	All	All Programs
Fixed (FCF)	07/01/2016	06/30/2017	35.07%	All	All Programs
Fixed (FCF)	07/01/2017	06/30/2018	34.58%	All	All Programs
Fixed (FCF)	07/01/2018	06/30/2019	28.68%	All	All Programs
Fixed (FCF)	07/01/2019	06/30/2020	27.80%	All	All Programs
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

***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

Signature: Jacqueline Jones
Staff Accountant
Office of the Chief Financial Officer

JM WS

Signature

Date

Kedrick Wilk

Name

Colonel / Director

Title

25 Feb 2021

Date



Background

Recipients' financial management systems and internal controls must meet certain requirements, including those set out in the "Part 200 Uniform Requirements" (2.C.F.R. Part 2800).

Including at a minimum, the financial management system of each OJP award recipient must provide for the following:

- (1) Identification, in its accounts, of all Federal awards received and expended and the Federal programs under which they were received. Federal program and Federal award identification must include, as applicable, the CFDA title and number, Federal award identification number and year, and the name of the Federal agency.
- (2) Accurate, current, and complete disclosure of the financial results of each Federal award or program.
- (3) Records that identify adequately the source and application of funds for Federally-funded activities. These records must contain information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, expenditures, income, and interest, and be supported by source documentation.
- (4) Effective control over, and accountability for, all funds, property, and other assets. The recipient must adequately safeguard all assets and assure that they are used solely for authorized purposes.
- (5) Comparison of expenditures with budget amounts for each Federal award.
- (6) Written procedures to document the receipt and disbursement of Federal funds including procedures to minimize the time elapsing between the transfer of funds from the United States Treasury and the disbursement by the OJP recipient.
- (7) Written procedures for determining the allowability of costs in accordance with both the terms and conditions of the Federal award and the cost principles to apply to the Federal award.
- (8) Other important requirements related to retention requirements for records, use of open and machine readable formats in records, and certain Federal rights of access to award-related records and recipient personnel.

1. Name of Organization and Address:

Organization Name: [Redacted]

Street1: [Redacted]

Street2: [Redacted]

City: [Redacted]

State: [Redacted]

Zip Code: [Redacted]

2. Authorized Representative's Name and Title:

Prefix: [Redacted] First Name: [Redacted] Middle Name: [Redacted]

Last Name: [Redacted] Suffix: [Redacted]

Title: [Redacted]

3. Phone: [Redacted] 4. Fax: [Redacted]

5. Email: [Redacted]

6. Year Established: [Redacted]	7. Employer Identification Number (EIN): [Redacted]	8. DUNS Number: [Redacted]
------------------------------------	--	-------------------------------

9. a) 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)? Yes No

If "No" skip to Question 10.

If "Yes", complete Questions 9. b) and 9. c).



AUDIT INFORMATION

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

Yes No

9. c) 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)?

Yes No

If "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.

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.

10. 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

Financial Statement Audit

Defense Contract Agency Audit (DCAA)

Other Audit & Agency (list type of audit):

None (if none, skip to question 13)

11. Most Recent Audit Report Issued: Within the last 12 months Within the last 2 years Over 2 years ago N/A

Name of Audit Agency/Firm:

AUDITOR'S OPINION

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

Unqualified Opinion Qualified Opinion Disclaimer, Going Concern or Adverse Opinions N/A: No audits as described above

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

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

Were material weaknesses noted in the report or opinion?

Yes No

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

Manual Automated Combination of manual and automated

14. 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 No Not Sure

15. 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 No Not Sure

16. 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 No Not Sure



<p>17. 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?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p>
<p>18. 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)?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p>
<p>19. 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?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p>
PROPERTY STANDARDS AND PROCUREMENT STANDARDS	
<p>20. Does the applicant entity's property management system(s) maintain the following information on property purchased with federal award funds (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?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p>
<p>21. 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?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p>
<p>22. a) 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?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p>
<p>22. b) Do the applicant entity's procurement policies and procedures require documentation of the history of a procurement, including the rationale for the method of procurement, selection of contract type, selection or rejection of contractors, and basis for the contract price?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p>
<p>23. 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 or individual that is suspended or debarred from such contracts, including provisions for checking the "Excluded Parties List" system (www.sam.gov) for suspended or debarred sub-grantees and contractors, prior to award?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p>
TRAVEL POLICY	
<p>24. Does the applicant entity:</p> <p>(a) maintain a standard travel policy? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>(b) adhere to the Federal Travel Regulation (FTR)? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	
SUBRECIPIENT MANAGEMENT AND MONITORING	
<p>25. 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)?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p> <p><input type="checkbox"/> N/A - Applicant does not make subawards under any OJP awards</p>



26. 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 No Not Sure
 N/A - Applicant does not make subawards under any OJP awards

27. 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 No Not Sure
 N/A - Applicant does not make subawards under any OJP awards

DESIGNATION AS 'HIGH-RISK' BY OTHER FEDERAL AGENCIES

28. Is the applicant entity designated "high risk" by a federal grant-making agency outside of DOJ? (High risk includes any status under which a federal awarding agency provides additional oversight due to the applicant's past performance, or other programmatic or financial concerns with the applicant.)

- Yes No Not Sure

If "Yes", provide the following:

(a) Name(s) of the federal awarding agency:

[Redacted]

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

[Redacted]

(c) Contact information for the "high risk" point of contact at the federal agency:

Name: [Redacted]

Phone: [Redacted]

Email: [Redacted]

(d) Reason for "high risk" status, as set out by the federal agency:

[Redacted]

CERTIFICATION ON BEHALF OF THE APPLICANT ENTITY

(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 and information to make this certification on behalf of the applicant entity.

Name: [Redacted]

Date: [Redacted]

Title: Executive Director Chief Financial Officer Chairman

Other: [Redacted]

Phone: [Redacted]

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

Edward Byrne Justice Assistance Grant Program FY 2021 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 2021 Edward Byrne 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 of Chief Executive of the Applicant "State"

Date of Certification

Printed Name of Chief Executive

Title of Chief Executive

Name of Applicant State



Executive Department
State of Idaho

State Capitol
Boise

EXECUTIVE DEPARTMENT
STATE OF IDAHO
BOISE

EXECUTIVE ORDER NO. 2018-03

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;

NOW, THEREFORE, I, C.L. "BUTCH" OTTER, 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 establish the Idaho Criminal Justice Commission.

1. *The Idaho Criminal Justice Commission ("Commission") shall consist of 27 members. The Commission members representing the judiciary and the U.S. Attorney for the District of Idaho or designee will serve in a nonvoting, advisory capacity. The Commission's 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;*

- ix. *The Administrative Director of the State Courts;*
 - x. *The State Appellate Public Defender;*
 - xi. *The U.S. Attorney for the District of Idaho or designee.*
- b. *Members Appointed By the Governor:*
- i. *A representative from the Governor's Office;*
 - ii. *One (1) representative from the Idaho Prosecuting Attorneys Association;*
 - iii. *One (1) representative from the Idaho Commission on Hispanic Affairs;*
 - iv. *One (1) representative from the Idaho Sheriffs' Association;*
 - v. *One (1) representative from the Idaho Chiefs of Police Association;*
 - vi. *A representative from the Idaho Department of Education;*
 - vii. *Two (2) citizens at large with special consideration given to individuals within disciplines related to the purpose of the Commission; and*
 - viii. *One (1) representative from the Idaho Public Defense Commission.*
- c. *Members designated by other officials:*
- i. *Two (2) members from the Idaho Senate as designated by the President Pro Tempore;*
 - ii. *Two (2) members from the Idaho House of Representatives as designated by the speaker;*
 - iii. *Three (3) representatives from the judiciary as designated by the Chief Justice;*
2. *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;*
 - i. *Developing and adopting a three-year strategic plan to be reviewed annually;*
 - ii. *Analyzing the long-range needs of the criminal justice system;*
 - iii. *Assessing the cost-effectiveness, return on investment and performance measures of the use of State and local funds in the criminal justice system;*
 - iv. *Reviewing data and reporting relating to Idaho's implementation of the Justice Reinvestment Act.*
 - b. *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.*
 - c. *Review and evaluate criminal justice policies and proposed legislation to determine the impact on the State's adult and juvenile justice systems.*
 - d. *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.*
 - e. *Research and evaluate evidenced-based practices and use findings to influence decisions on policy.*
3. *All Commission members appointed by the Governor serve at the pleasure of the Governor.*

4. *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 and the Vice-Chair may succeed themselves as approved by the Governor.*
5. *The Commission shall receive administrative staff support from the State agencies represented on the Commission.*
6. *The Commission will meet no less than four times annually.*
7. *The Commission may appoint sub-committees consistent with the needs of the Commission to address pertinent issues that merit more in-depth consideration.*
8. *Commission members will serve without compensation or reimbursement for expenses, including related travel and per diem to attend Commission meetings.*
9. *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 his or her 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. *One (1) representative from the Office of the Idaho State Appellate Public Defender;*
 - viii. *One (1) representative from the Idaho Prosecuting Attorneys Association;*
 - ix. *The Executive Director of the Idaho Association of Counties;*
 - x. *Two (2) citizens at large;*
 - xi. *One (1) representative from the Idaho Sheriffs’ Association;*
 - xii. *One (1) 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. *One (1) representative from the Idaho Council on Domestic Violence;*
 - ii. *One (1) representative from a statewide advocacy agency;*
 - iii. *One (1) prosecuting attorney;*
 - iv. *One (1) representative from the juvenile justice system;*
 - v. *One (1) representative from the misdemeanor probation system;*
 - vi. *One (1) Chief of Police;*
 - vii. *One (1) 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) 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.*
- l. *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 at the Capitol in Boise on this 30th day of January, in the year of our Lord two thousand and eighteen and of the Independence of the United States of America the two hundred forty-second and of the Statehood of Idaho the one hundred twenty-eighth.

LAWRENCE DENNEY
SECRETARY OF STATE

C.L. "BUTCH" OTTER
GOVERNOR

Idaho Criminal Justice Commission Three-Year Strategic Plan

Approved June 29, 2012; May 24, 2013; December 13, 2013; September 25, 2015; April 28, 2017; September 28, 2018; November 20, 2020

“Think Big, Start Small”

Governor’s Executive Order: “Idaho’s current criminal justice efforts and initiatives require clear strategic planning and continued coordination.”
The Idaho Criminal Justice Commission will continue to collaboratively develop a strategic plan to improve criminal justice policy, program and operational decision making.

Governor’s Executive Order 2018-03	Goals	Objectives		
<p>“Combating crime and protecting citizens from criminal depredations is of vital concern to government;...”</p>	<p>Reduce victimization and recidivism in the state of Idaho</p>	<p>1) Identify and establish subcommittees relating to accountability, prevention, education, and recidivism reduction</p> <ul style="list-style-type: none"> a. Gang Strategies b. Research Alliance c. Mental Health d. Human Trafficking e. Criminal Law Review f. Grant Review <p>2) Strengthen knowledge base in Idaho by enhancing data collection abilities and sharing capabilities</p>		
<u>Strategies</u>	<u>Persons Responsible</u>	<u>Indicators</u>	<u>Status</u>	<u>Completion Date</u>
<p>1) Creation of criminal justice dashboard including information on victims, offenders, and community indicators.</p>	<p>ICJC</p>	<p>Each agency brings forward data to add to the dashboard as critical indicators of combating crime</p>		<p>Review data each Dec</p>
<p>2) Prevention: Support evidence-based programs</p> <ul style="list-style-type: none"> i) Community and school programming for families, youth, first-time offenders, and other populations ii) Training for law enforcement on prevention science 	<p>Office of Drug Policy</p>	<p>i) Increase number of grant awards from Substance Abuse Prevention and Treatment Block Grant by providing grant application workshops in 3 of 7 regions in the state</p> <p>ii) Continue to use Partnership for Success grant for providing</p>	<p>i) In FY2021, 57 entities funded in 7 regions, including three juvenile detention programs supported by SAPT grant</p> <p>ii) In FY2021, PFS grant supported 17 law enforcement agencies</p>	<p>Grants awarded annually</p> <p>ODP provided annual update in June 2020.</p>

		training to law enforcement on prevention science and drug trends.		
Youth Risk Behavior survey	SDE	New school survey designed, tested, and implemented in school districts throughout the state		
3) Continue to refine the survey to ensure relevance to the continuum of care		Data and reports received re: youth substance abuse in Idaho		
4) Annual report on re-entry strategies, strengths, and challenges	Josh Tewalt, Ashley Dowell, and Monty Prow	Successful programming, recidivism numbers, positive outcomes		Yearly in May or June
5) Sex Offender Management – including annual education on the Act and current developments	Chair, Sex Offender Management Board	Adopt Administrative Rules Adoption of registration notification promulgation SOMB Draft Juvenile Sex Offender Registration Legislation	Report with Draft Legislation ICJC to vote on draft legislation	Report given to Commission in May or Jun
6) Annual Report of Child Protection	Department of Health and Welfare			Yearly in Jan
7) Annual Report on Crime in Idaho (county, state, Federal) <ul style="list-style-type: none"> • IPAA Report • US Attorney’s Report • Idaho State Police Report 	Commission Members Grant Loeb Bart Davis Ked Wills			Yearly (Date TBD) (Full day agenda topic)

Governor's Executive Order 2018-03	Goals	Objectives		
<p>"...providing policy makers and criminal justice decision makers with accurate information results in better decisions, improves public safety and results in the efficient use of public resources;..."</p>	<p>Advance delivery of justice through effective interventions by proposing balanced solutions, which are cost effective and based on best practices</p>	<ol style="list-style-type: none"> 1) Determine reasonable expectation of community needs and services based on resources <ol style="list-style-type: none"> i) Local level jail beds ii) Mental Health delivery system vs. criminal justice 2) Promote standards and equity throughout Idaho where applicable <ol style="list-style-type: none"> i) Indigent defense ii) Effective policing practices iii) Accreditation standards iv) Adjudication v) Prosecution 3) Reduce criminogenic risk factors in both adult and juvenile populations through the expanded use of effective evidenced-based risk assessments, policies and programming to inform decision making 4) Ongoing assessment of problem solving courts and other community-based sentencing alternatives 5) Examine emerging issues 		
<u>Strategies</u>	<u>Persons Responsible</u>	<u>Indicators</u>	<u>Status</u>	<u>Completion Date</u>
1) Provide input to the Public Defense Commission	Darrel Bolz	Reports from the Commission to ICJC		Twice Yearly
2) Report on usage and provide education of best practices in photo line-up to decrease likelihood of false identification	Ked Wills, ISP	Incorporation of training at POST Council		Sep
3) ICJC fully informed on privatization	ICJC	Agency reports on privatization from PDC, IDJC, IDOC, and IDHW	Yearly Reports	Oct
4) Work on strategies to break the "Cradle to Prison Pipeline"	ICJC	More multi-disciplinary teams in schools for Positive Behavior Intervention Supports		

Governor's Executive Order 2018-03	Goals	Objectives		
<p>"...it is in the best interest of the citizens of the State of Idaho that government promotes efficiency and effectiveness of the criminal justice system and, where possible, encourage dialogue among respective branches of government to achieve this effectiveness and efficiency;"</p>	<p>Promote well-informed policy decisions</p>	<ol style="list-style-type: none"> 1) Identify strategies to promote efficiencies and effectiveness in the criminal justice system in conjunction with the Grant Review Council 2) Award funds appropriated through federal grant programs within the purview of Planning, Grants and Research of the Idaho State Police 3) Continue presentations and training on trends, best practices and priority issues in adult and juvenile corrections 4) Create, <u>support</u>, and implement data sharing mechanisms and agreements (as an example: <u>Criminal Justice Integrated Data System</u>) among stakeholder agencies for the purposes of cross systems analysis and reporting 5) Maintain awareness of substance abuse trends and priority issues 6) Identify sustainable funding for priorities in ICJC's strategic plan 		
<u>Strategies</u>	<u>Persons Responsible</u>	<u>Indicators</u>	<u>Status</u>	<u>Completion Date</u>
<ol style="list-style-type: none"> 1) Identify small number of longer-term focus/depth areas: <ol style="list-style-type: none"> i) Opioids ii) Trauma in the Criminal Justice System iii) Human Trafficking iv) Pre-Trial Justice v) Misdemeanor Probation vi) Review Bed space including adult, juvenile, mental health, substance abuse, state, county and where they are located vii) Review Justice Fund levies 	<p>Eric Fredericksen, Chair, ICJC Commission members</p>	<p>Theme meeting days toward focus areas or information groups held semi-annually</p>	<p>Provide opportunity for evaluation following presentations to determine next steps</p>	<p>Opioids – Mar Trauma – June</p>
<ol style="list-style-type: none"> 2) Develop funding strategies consistent with statewide strategic planning efforts of the Commission including the following priorities: <ol style="list-style-type: none"> i) Collaborative ii) Evidence-based or best practice where possible enhances measurable outcomes: <ol style="list-style-type: none"> a) The solution of crimes b) Assistance to victims c) Direct services to the community iii) Local data or strategies to collect local data if none are available 	<p>ICJC Grant Review Council</p>	<ol style="list-style-type: none"> 1) Grants awarded that address the priorities of ICJC Strategic Plan 2) Semiannual or yearly Grant Review Council to give updates to ICJC 3) Projects Funded 	<ol style="list-style-type: none"> 1) Grants awarded based on ICJC strategies 2) Report of awarded grants 3) Projects with sustainable funding based 	<p>Oct Jan</p>

iv) Sustainable v) Exit strategies			on ICJC strate- gies	
3) Develop strategies among agencies and branches of government to share data and information	Eric Fredericksen, lead, Ked Wills, Lisa Bostaph, and ICJC Commission members	1) Fusion Center 2) Outcomes of data sharing MOUs among ICJC agencies		Feb Sep
4) Develop ongoing access to behavioral health treatment for criminal justice clients	IDOC, IDJC, IDHW, Courts Mental Health and Substance Abuse Subcommittee	1) Report submitted on substance use disorder services funding, ongoing access to behavioral health treatment and trends, including Medicaid and Affordable Health Care Act 2) Mental Health Subcommittee 3) Annual report on the use of Idaho's crisis centers 4) Annual report on the use of behavioral health treatment resources		Report every other month Report every other month Sep Sep
5) Implement Justice Reinvestment Initiative CHANGE LANGUAGE	Josh Tewalt and Judge Wood	Quarterly update on progress		Reports in Apr, Jul, Sep, and Dec