

Montana Board of Crime Control Request for Proposals



The Montana Board of Crime Control (MBCC) is soliciting **competitive proposals** for Project Safe Neighborhoods (PSN) to be funded by the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance. Approximately **\$72,646.00** will be available during fiscal years 2019-2020, depending upon the availability of federal funds.

Project Safe Neighborhoods (PSN) #19-06 (O)

Application Deadline: March 22, 2019 at 12:00 p.m. noon
Project Period: March 1, 2019 to February 29, 2020

Alternative accessible formats of this document will be provided upon request. Persons who need this material in another format to participate in the Request for Proposals (RFP) process should contact the Montana Board of Crime Control (MBCC), 5 South Last Chance Gulch, PO Box 201408, Helena, MT 59620-1408; Phone (406) 444-3604; Fax (406) 444-4722; Montana Relay 711 or <https://dphhs.mt.gov/detd/mtap/mtapmtrelay/makeacall>.

I. Eligibility

Eligible applicants are limited to City of Billings Police Department, Yellowstone County Sheriff's Department, City of Laurel Police Department, City of Missoula Police Department and Missoula County Sheriff's Department. Other agencies are not eligible to apply.

II. Registrations

A new applicant must register with the Online Subgrantee Application System (OSAS), at <http://apps.mbcc.mt.gov/osas/Default.aspx>, immediately to ensure meeting the application deadline. Create a login ID, using 4 to 20 characters with no spacing or punctuation. Passwords must be at least 8 characters, include at least 1 letter and 1 number, and are case-sensitive. No special characters or punctuation is allowed. Enter New User and Agency Information, including the Federal Employer or Payee Identification Number.

Previous applicants for funding with MBCC may use an existing User ID and Password. If you need assistance, contact MBCC at 406-444-3604.

Applicants are required to have a Dun & Bradstreet (DUNS) number and to maintain a current registration in the System for Award Management (SAM).

- To obtain a DUNS number online, go to <http://www.dnb.com/get-a-duns-number.html> or call the Dun & Bradstreet hotline at 1-800-526-9018. The DUNS number is required as part of the registration with SAM. To register with SAM, go to <https://www.sam.gov/SAM/> or call the SAM Registration Help Desk at 1-877-252-2700.

III. Deadline

Applications must be submitted online, on or before **March 22, 2019 at 12:00 p.m. noon**. Applications will be submitted in the OSAS under the registered applicant. To mitigate any potential submission difficulties, MBCC strongly urges application submission 72 hours prior to the deadline.

Late applications will not be reviewed.

Schedule of Events	
RFP Issue Date	February 8, 2019
Deadline for Receipt of Written Questions	March 15, 2019
Responses to questions will be posted on the MBCC website within 7 calendar days of receipt, through the last Friday before the RFP is closed.	
Application Submission Deadline	March 22, 2019 at 12:00 p.m. noon
Staff and PSN Selection Committee Review	March-April 2019 (dates TBD)
Project Start Date	March 1, 2019
Project End Date	February 29, 2020

For applicants without internet access, who cannot apply electronically through the OSAS, contact MBCC at (406) 444-3604 or mbcc@mt.gov (listing "RFP #19-06, Submission Assistance" as the email subject) for approval and submission instructions.

The application process is competitive. Previous funding does not guarantee an award during this funding cycle.

Note: Because federal funds are not always available immediately following the award date, applicants should prepare for this contingency.

IV. Program-Specific Information

Overview and Purpose Area(s)

MBCC is soliciting proposals for Project Safe Neighborhoods (PSN) to be funded by the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance.

PSN funds allocated for research partners will be dealt with separately from this RFP opportunity and shall not be included in sub grant application budgets.

For purposes of this RFP, PSN funds must only be budgeted and used to pay overtime wages for law enforcement personnel working towards deliverables aligned with the District of Montana's PSN initiative.

No PSN funds may be expended outside of overtime wages.

PSN is designed to create and foster safer neighborhoods through a sustained reduction in violent crime, including, but not limited to, addressing criminal gangs, and the felonious possession and use of firearms. The program's effectiveness depends upon the ongoing coordination, cooperation, and partnerships of local, state, tribal, and federal law enforcement agencies--and the communities they serve--engaged in a unified approach led by the U.S. Attorney (USA) in all 94 districts.

The District of Montana's PSN initiative targets violent crime in Montana communities significantly impacted by violent crime. The District's PSN strategy couples aggressive enforcement efforts with support for methamphetamine prevention and treatment, and prisoner re-entry programs in targeted communities to reduce violent crime.

The primary **Goal** of Montana's PSN project is *to reduce violent crime by protecting the public from those persons causing violence, including methamphetamine traffickers and dealers, armed robbers, violent felons who continue to illegally possess firearms, and the most significant violent offenders who have pending arrest warrants.*

The primary **Objective** associated with this goal is *to establish and implement effective programs and strategies that enable PSN task forces to effectively and sustainably prevent, respond to, and reduce violent crime.*

Collaboration

Applicants that demonstrate a collaborative approach in program development and execution may be given priority for funding. Involvement by participating agencies *must* be documented through current Memorandum of Understandings (MOUs) and/or Letters of Support (LOS) from active organizations, including specific contributions to be made.

Project Period

The project period begins March 1, 2019 and concludes February 29, 2020. Funds may not be expended or obligated prior to March 1, 2019. **Reimbursements will be permissible for allowable project expenses retroactive to March 1, 2019.**

Cash or In-Kind Match

The PSN program does not require a match.

Grant Funding Distribution

All grant funds are provided to subgrantees on a reimbursement basis, with proof of expenses incurred.

Prohibited Uses

Funds shall not be used for land acquisition or construction projects.

V. Application

Requirements

Applications and all components must be submitted based upon a 12-month project period and *must* include the following:

Section 1: Face Page

The Face Page is automatically generated in the application system and identifies the applicant agency, project director who must be an employee of the applicant agency, project title, project duration, and total number of months of federal support for any previous project.

Section 2: Project Budget

The Project Budget form categorizes requests for Personnel, Contracted Services, Travel and Per Diem, Equipment, and Operating Expenses. Budget requests must be (1) complete, allowable, and cost-effective in relation to the proposed activities; and (2) directly relate to the development, implementation, or operation of the specific project.

- **Supplanting**

Funds must be used to supplement existing funds for program activities and cannot replace, or supplant, nonfederal funds that have been appropriated for the same purpose.

- **Federal Indirect Cost Rate Agreement**

Indirect costs must be requested in accordance with [Uniform Guidance found in 2 C.F.R. Part 200](#). Applicants using a Federally Approved Indirect Cost Rate plan or negotiated indirect cost rate plan, *must* upload a copy of the document. If no document is provided, indirect costs requests will not be considered. Refer to [Indirect Costs](#) for additional information.

- **Cash or In-Kind Match**

The PSN program does not require a match. However, if a successful applicant proposes a match, it must be derived from non-federal sources. All funds designated as match are restricted to the same uses as the PSN funds and must be expended within the grant period. The budget must include the match as a percentage of the total project budget. Specifics of the match must be clearly identified in both Section 2 and Section 3.

- **How to Calculate Match**

Formula:					
Step 1	Grant Request Amount	÷	% of Federal Share	=	Total (Adjusted) Project Cost
Step 2	Total (Adjusted) Project Cost	x	% of Recipient's Share	=	Required Match
Example:					
Match Requirement - 72/25 (Federal/Recipient) Federal Award = \$50,000					
Step 1	\$50,000	÷	75% Federal Share	=	\$66,667
Step 2	\$66,667	x	25% Recipient's Share	=	\$16,667

Section 3: Budget Narrative

The Budget Narrative must:

- explain and justify all budget items by category;
- demonstrate all costs are reasonable;
- explain the relationship between budgeted items and project activities;
- show detailed cost calculations to demonstrate how the applicant arrived at the total amount requested; and
- include the source of match, identify anticipated expenses to be covered by the match, and document the basis for determining the value of any in-kind match.

If personnel costs are included in the budget, timesheets must be maintained to track actual time worked and must show all funding sources. Any personnel being used as match (volunteers, personnel, etc.) must maintain timesheets to track actual time worked. Timesheets must be signed by the employee/volunteer and certified by a supervisor.

For example:

- show the annual salary rate and the percentage of time devoted to the project for each employee paid with requested funds.
- detail why planned in-person meetings are necessary, or how technology and collaboration with outside organizations could be used to reduce costs, without compromising quality.

Section 4: Project Narrative

The Project Narrative includes a detailed description of the purpose, needs, goal(s), objectives, implementation, evaluation, collaboration, and sustainability plans for the proposed project. The Project Narrative must be written in a 12-point font, double-spaced, and kept to a maximum of 24 pages. Material required under the Budget Narrative, Executive Summary, and Other Required Documents sections will not count toward the Project Narrative page count.

The Project Narrative *must* contain the following elements:

- *Executive Summary*

Summarize the purpose of the planned project, stating the problem or need. Identify activities and outcomes to be achieved. Explain how the proposed project addresses the purpose area(s) identified. This section should be limited to four (4), double-spaced pages.

- *Needs Statement*

Identify the problem(s) to be addressed and validate the need for the proposed program and services. Include current regional or community and statewide data that is less than 5 years old to justify the grant request. The date range of the data must be identified.

- *Goal(s)*

Provide a broad statement that conveys the intent to change, reduce, or eliminate the described problem. Outline the specific goal(s) of the proposed project. The goal(s) must be clearly defined, dynamic, realistic, and attainable and should adhere to the purpose area(s).

- *Objectives*

Identify the specific milestones aimed at achieving the proposed project goal(s). Objectives should be directly related to the goal(s).

Objectives *must*:

- Start with the word 'To' and an action verb (for example: to provide, to establish);
- State the date when the milestone will be reached; and
- Be specific, measurable, achievable, realistic, and time-bound.

A minimum of three (3) and a maximum of five (5) objectives are required.

- *Implementation Plan*

Include a complete Implementation Plan with objectives, specific action steps, responsible person(s), timelines, resources needed, and projected costs.

Implementation Plan Example:

Goal	Significantly reduce the achievement gap across specified student subgroups.			
Objective	Provide mentors for at-risk students.			
Activity / Action Step	Responsible Person(s)	Timeline	Resources Needed	Projected Costs
Develop program referral process and referral form.	Program Manager and School Counselor	Quarter 1	10 Staff Hours Total to develop referral process and create referral form	<ul style="list-style-type: none"> • \$500 to print referral forms (paid by grant) • \$200 for Program Manager to develop referral process and form (paid by grant) • \$220 for School Counselor to develop referral process and form (paid by school district)
Identify students for Mentoring Program through self and staff referrals.	Program Manager and School Counselor	Ongoing throughout life of project (Quarters 1, 2, 3, and 4)	10 Staff Hours Weekly to Review, Discuss, and Admit Students to Program (5 hours each for Program Manager and School Counselor)	<ul style="list-style-type: none"> • \$10,400 for Program Manager per year to Identify students (paid by grant) • \$10,400 for School Counselor per year to Identify students (paid by school district)

● *Evaluation Plan*

Describe how the proposed project is to be evaluated, throughout the duration of the project, to meet the program goal(s). The plan should clearly state:

- what evidence will indicate progress; and
- how, when, and by whom evaluations will be conducted.

Include existing baseline data and the agency's commitment to provide pre and post data related to specific performance measures. Data collected should verify objectives have been met.

- *Collaboration Plan*

Describe and demonstrate how the project will promote significant coordinated public and private efforts. This includes, but is not limited to describing:

- partnerships built through the grant;
- multi-disciplinary teams created to reach program objectives;
- how the established partnerships compliment one another's programs; and
- how the community supports the proposed project.

Evidence of collaboration may be in the form of a LOS or MOU. The LOS or MOU must specifically cite the type of support being offered, such as office space, volunteer time, participation in planning, or other appropriate services, and must be uploaded as indicated in Section 7.

- *Sustainability Plan*

Include a plan outlining capacity to support and sustain the proposed project after federal funding ends. The plan should describe the community's financial support, funding opportunities *outside* of grants from MBCC, other federal or state grants, and challenges to sustaining the program. Applying for additional MBCC grants is not considered an adequate sustainability plan.

Section 5: Special Assurances and Conditions

The online subgrant application contains a list of Special Assurances and Conditions that are part of the contract between MBCC and the subgrantee upon award. The Signature Page of the application binds the applicant to the Special Assurances and Conditions.

Section 6: Signature Page

The application requires original signatures of an Official Budget Representative, Project Director, and Financial Officer. The Signature Page, *with original signatures*, must be scanned and uploaded into the OSAS in Section 7. Electronic and stamped signatures are not acceptable. No single person can sign as the Official Budget Representative and Project Director. The Official Budget Representative must be a person with budget-setting authority, generally a mayor, chairperson, or department director. The Project Director must be an employee of the applicant agency.

Section 7: Required Documents

Do not submit documents other than those specified in this solicitation. Any materials submitted as part of an application may be released pursuant to a request under the Freedom of Information Act.

Documents required under this RFP, that must be uploaded into the OSAS include:

- Budget Narrative
- Project Narrative
- Signature Page, with original signatures from all parties listed in Section 6 (stamped or electronic signatures are not acceptable)
- MOUs with original signatures (stamped or electronic signatures are not acceptable)
- Letters of Support with original signatures (stamped or electronic signatures are not acceptable)
- Position descriptions if personnel are requested in the budget
- A copy of the current, active SAM registration, showing current DUNS number

- Federal Indirect Cost Rate Agreement (if applicable)
- MOU for Crime Data Reporting (if applicable)
If the applicant organization is a unit of local government, MBCC requires the local government applicant (and/or group of applicants listed within a collaborative agreement) to be compliant with the [Crime Data Reporting Policy](#).
- [Accounting System and Financial Capability Questionnaire](#). Federal regulations require applicants to establish and maintain proper accounting systems and financial records to include policies and procedures.
- Agency Personnel list: Include a list of agency personnel working directly on the proposed project.
- Certification of Compliance with 8 U.S.C. § 1373 by Prospective Subrecipient: Must be completed, signed and dated by the Chief Legal Officer of the applicant government agency; (Refer to Addendum A – Page 12)
- Information Regarding Communication with the Department of Homeland Security (DHS) and/or Immigration and Customs Enforcement (ICE): Must be completed, signed and dated by the Project Director or Chief Official of the applicant government agency; (Refer to Addendum B – Page 13)

Questions or Clarification

Applicants having questions or requiring clarification or interpretation of any section within this RFP must address these issues via the MBCC website on or before **March 15, 2019 at 5:00 p.m.** Questions shall be submitted using the online MBCC RFP Question and Answer Request found at <http://mbcc.mt.gov/Funding/Grant-Offerings>, under #19-06. Clear reference to the section, page, and item in question must be included in the request. Questions received after the deadline will not be considered. Program specific questions cannot be addressed during the solicitation period.

Written responses to all questions received by the deadline will be posted on the MBCC website, under #19-06 RFP Question and Answer Request. **Applicants should consult the RFP Question and Answer Requests prior to posting a question to avoid duplication, and prior to submitting an application to avoid missing potentially assistive material.** Any other form or interpretation of this RFP will not be binding upon MBCC.

Crime Statistics

Applicants may utilize crime data that is collected by the MBCC Statistical Analysis Center to include in their proposals. Montana’s Incident-Based Reporting System (MTIBRS) is an analytical/statistical tool. Users can select reports based on offense, offender/arrestee, victim, and property data elements or can create their own custom reports based on multiple variables. Data from 2005 to the most current complete calendar year is available.

For assistance in accessing MTIBRS or for technical assistance regarding crime statistics, applicants should request the information at <http://mbcc.mt.gov/Requests/CIMRequest>, *at least five working days before the RFP deadline*. In the last field labeled “Other”, please provide the name of the grant you are applying for.

Receipt Verification

All applications received by the due date will receive a letter of acknowledgment and will be assigned a grant number and a Crime Control Bureau contact person. Late applications will not be reviewed.

VI. Limitations and Funds Use

All MBCC grant funds are governed by the Department of Justice (DOJ) grant program’s legislation, statutes, and regulations and the [Uniform Guidance found in 2 C.F.R. 200](#) of the Office of Management and Budget. In addition to the DOJ, the Office of the Chief Financial Officer provides policy guidance, financial control, and support services in the areas of grants, accounting, and financial management.

To be allowable under federal awards, costs must meet the following general criteria:

- Be necessary, reasonable, and allocable for proper and efficient performance and administration of the award;
- Be authorized or not prohibited under State, local or tribal laws or regulations;
- Conform to any limitations or exclusions set forth in the Uniform Guidance or other governing regulations as to types or amounts of cost items;
- Be consistent with policies, regulations, and procedures that apply uniformly to both federal awards and other activities of the organization;
- Be accorded consistent treatment (a cost may not be assigned to a federal award as a direct cost if any other cost incurred for the same purpose in a like circumstance has been allocated to the federal award as an indirect cost);
- Be determined in accordance with generally accepted accounting principles;
- Not be included as a cost or used to meet cost sharing or matching requirements of any other federal award in either the current or a prior period, except as specifically provided by federal law or regulation; and
- Be adequately documented.

For specific information regarding allowable or unallowable costs, refer to the [Uniform Guidance found in 2 C.F.R. 200](#). For Montana-specific regulations, refer to the [Montana Operations Manual](#).

VII. Application Processing and Award

Initial Screening

An initial screening will be completed to check the application for completeness. If any required documents are not submitted, the application will be deemed incomplete and disqualified from consideration. Disqualified applicants will receive a letter indicating disqualification.

Scoring

Successfully screened applications will be scored for responsiveness to the program scope and the requirements of this RFP. Based on the assessment of each applicant regarding current or previous funding, unresolved audit issues, delinquent programmatic and fiscal reporting, and prior performance, an applicant may be designated “high risk.”

The following scoring criteria will be used to evaluate each application, with different weight given to each, based on the percentage value listed:

Executive Summary	5% of 100
Budget and Budget Narrative	20% of 100
Needs Statement	25% of 100

Goals	10% of 100
Objectives	10% of 100
Implementation Plan	15% of 100
Evaluation Plan	5% of 100
Collaboration Plan	5% of 100
Sustainability Plan	5% of 100

Once scoring is complete by MBCC staff, all proposals will be referred to the PSN Selection Committee for review.

Any proposal failing to achieve 60% of the total available points will be referred to the Committee with recommendation for elimination from further consideration.

Proposals receiving a score of 60% and above will be referred to the Committee with recommendation for consideration. The Committee will review the proposals and make final funding decisions/awards. Applicants will receive written notice of the Committee decision.

Awards

The PSN Selection Committee reserves the right to make final funding decisions. Following Committee decision, each applicant will receive either an Intent to Award Notice or a denial letter. If funded, the application and award documents form a legal and binding agreement with MBCC requiring the applicant to perform all goals and objectives as submitted, and to adhere to the approved budget. Awards to high risk applicants may carry additional special conditions such as increased monitoring and/or prohibitions on reimbursement until certain requirements are met. High risk grantees with substantial or persistent performance or compliance issues, long-standing open audits, or open criminal investigations will likely result in a delay in funds until issues are resolved.

VIII. Grantee Responsibilities Post-Award

Reporting

Grantees must submit online reports within ten days following the end of each reporting period.

These reports include, but are not limited to:

- Financial Reports
- Program Narratives
- Outcome Data
- Performance Measurement Tool (PMT) Data

Quarterly reporting periods are as follows:

Reporting Period	Report Due Date
Quarter 1 (partial): March 1 – March 31	April 10
Quarter 2: April 1 – June 30	July 10
Quarter 3: July 1 – September 30	October 10
Quarter 4: October 1 – December 31	January 10
Quarter 5 (partial): January 1 – February 29	March 10 (PMT April 10)

Grantee acknowledges that failure to provide reporting as required *will* cause grant funding to be delayed or rescinded.

IX. Application Checklist

Refer to this checklist before submitting the online application and required additional documentation.

	Project Budget
	Budget Narrative
	Project Narrative
	Signature Page with Original Signatures
	SAM Verification
	DUNS Verification
	MOUs with Original Signatures (if applicable)
	Letters of Support with Original Signatures (if applicable)
	Accounting System and Financial Capability Questionnaire
	Position Descriptions (if personnel are requested in budget)
	Federal Indirect Cost Rate Agreement (if applicable)
	MOU for Crime Data Reporting (if applicable)
	List of Agency Personnel Working Directly on the Project
	Certification of Compliance with 8 U.S.C. § 1373 by Prospective Subrecipient
	Information Regarding Communication with DHS and/or ICE

Attachments

Addendum A: Certification of Compliance with 8 U.S.C. § 1373 by Prospective Subrecipient

Addendum D: Information Regarding Communication with DHS and/or ICE



Addendum A

U.S. DEPARTMENT OF JUSTICE OFFICE OF JUSTICE PROGRAMS

Certification of Compliance with 8 U.S.C. § 1373 by Prospective Subrecipient: Recipient subaward to a Government Entity

On behalf of the applicant government entity named below as the "prospective subrecipient," and in support of its request to the "Recipient" identified below for a subaward from the grant awarded by the U.S. Department of Justice ("USDOJ") under the FY 2018 OJP Program identified below ("OJP Program"), I certify to the Recipient, and also to the Office of Justice Programs ("OJP"), USDOJ, that all of the following are true and correct:

- (1) I am the chief legal officer of the government entity named below as the prospective subrecipient, and I have the authority to make this certification on behalf of the jurisdiction and the applicant entity (that is, the "prospective subrecipient"). I understand that OJP will rely upon this certification as a material representation in any decision to make a subaward to the prospective subrecipient.
- (2) I have carefully reviewed 8 U.S.C. § 1373(a) and (b), including the prohibitions on certain actions by State and local government entities, -agencies, and -officials with respect to information regarding citizenship and immigration status. I also have reviewed the provisions set out at (or referenced in) 8 U.S.C. § 1551 note ("Abolition ... and Transfer of Functions"), pursuant to which references to the "Immigration and Naturalization Service" in 8 U.S.C. § 1373 are to be read, as a legal matter, as references to particular components of the U.S. Department of Homeland Security.
- (3) I (and also the prospective subrecipient) understand that if the prospective subrecipient receives a subaward under the OJP Program—
 - (a) the subrecipient (and agencies or other entities thereof) must comply with 8 U.S.C. § 1373, throughout the period of performance for the subaward, with respect to any "program or activity" funded in whole or in part with the subaward; and
 - (b) the subrecipient may not make a lower-tier subaward to a State or local government, or to a "public" institution of higher education, unless the subrecipient first obtains a certification of compliance with 8 U.S.C. § 1373 (on a form provided by USDOJ), properly executed by the chief legal officer of the jurisdiction or educational institution that would receive it.
- (4) I (and also the prospective subrecipient) understand that, for purposes of this certification, "program or activity" means what it means under title VI of the Civil Rights Act of 1964 (see 42 U.S.C. § 2000d-4a), and that terms used in this certification that are defined in 8 U.S.C. § 1101 mean what they mean under that section 1101, except that the term "State" also shall include American Samoa (cf. 34 U.S.C. § 10251(a)(2)). Also, I understand that, for purposes of this certification, neither a "public" institution of higher education (i.e., one that is owned, controlled, or directly funded by a State or local government) nor an Indian tribe is considered a State or local government entity or -agency.
- (5) I have conducted (or caused to be conducted for me) a diligent inquiry and review concerning the following (which, for the specific purpose of this paragraph (5) shall not be understood to include any "program or activity" of any planned subrecipient of a lower-tier subaward):
 - (a) the "program or activity" to be funded (in whole or in part) with the subaward sought by the prospective subrecipient under this FY 2018 OJP Program; and
 - (b) any prohibitions or restrictions potentially applicable to the "program or activity" to be funded with that subaward (if received) that deal with sending to, requesting or receiving from, maintaining, or exchanging information of the types described in 8 U.S.C. § 1373(a) or (b), whether imposed by a State or local government entity, -agency, or -official.
- (6) As of the date of this certification, neither the prospective subrecipient nor any entity, agency, or official of the prospective subrecipient has in effect, purports to have in effect, or is subject to or bound by, any prohibition or any restriction that would apply to the "program or activity" to be funded in whole or in part with the requested subaward (which, for the specific purpose of this paragraph (6), shall not be understood to include any such "program or activity" of any planned subrecipient of a lower-tier subaward), and that deals with either— (1) a government entity or -official sending or receiving information regarding citizenship or immigration status as described in 8 U.S.C. § 1373(a); or (2) a government entity or -agency sending to, requesting or receiving from, maintaining, or exchanging information of the types (and with respect to the entities) described in 8 U.S.C. § 1373(b).

Government entity that is the "prospective subrecipient" of a subaward of funds from the FY 2018 OJP Program identified below

Recipient from which the prospective subrecipient seeks a subaward under the FY 2018 OJP Program identified below

Signature of chief legal officer of the prospective subrecipient

Printed name of chief legal officer of the prospective subrecipient

Title of chief legal officer of the prospective subrecipient

Date of Certification

FY 2018 OJP Program: Project Safe Neighborhoods ("PSN") Program

Rev. October 15, 2018

Addendum B

2018 Project Safe Neighborhood
Information Regarding Communication with the Department of Homeland Security (DHS)
and/or Immigration and Customs Enforcement (ICE)

Applicant must provide responses to the following questions as an attachment to the application:

- Does your jurisdiction have any laws, policies, or practices related to whether, when, or how employees may communicate with DHS or ICE?

Answer:

- Is your jurisdiction subject to any laws from a superior political entity (e.g., a state law that binds a city) that meet the description in question 1?

Answer:

Name of Applicant/Certifying Agency: _____

Printed Name of Project Director or Chief Official: _____

Title of Signatory: _____

Signature of Project Director or Chief Official: _____

Date: _____