

U.S. Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

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Edward Byrne Memorial State and Local Law Enforcement Assistance Program

123015

**FY 1990 DISCRETIONARY
PROGRAM ANNOUNCEMENT**

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Discretionary Program Announcement

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U.S. Department of Justice
National Institute of Justice

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The Assistant Attorney General, Office of Justice Programs, coordinates the activities of the following program Offices and Bureaus:
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Prevention, and Office for Victims of Crime.



U.S. Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

Office of the Director

Washington, D.C. 20531

The Edward Byrne Memorial State and Local Law Enforcement Assistance Program, authorized under the Anti-Drug Abuse Act of 1988, provides Federal assistance in a national campaign against drug abuse and other serious crime. The Discretionary Grant Program described in this announcement is designed to complement the Formula Grant Program and to encourage and support state and local participation in the National Drug Control Strategy. Discretionary Programs provide assistance to state and local criminal justice agencies through demonstration programs which test, evaluate and document new programs and practices; training and technical assistance which transfer state-of-the-art technology and methods to practitioners; and, national scope programs which provide leadership and guidance relative to critical drug control and criminal justice issues.

This announcement is one chapter of the Office of Justice Program's (OJP) FY 1990 Program Plan. The combined OJP Program Plan represents unprecedented coordination among the five OJP bureaus -- the Bureau of Justice Assistance, the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, and the Office for Victims of Crime. The Plan also reflects enhanced government-wide coordination to ensure more effective and efficient delivery of services to state and local governments.

The emphasis of BJA's FY 1990 Discretionary Grant Program is on activities which further the National Drug Control Strategy announced by President Bush in September, 1989 and its companion volume released in January, 1990. As stated in the introduction of the second volume, the "Strategy provides a unified, integrated and truly national policy aimed at the complicated array of problems posed by illegal drugs. It includes a role not only for the Federal government, but for our state and local governments, the private sector and community leaders and citizens alike." The programs described in this announcement facilitate coordination and cooperation among Federal, state and local agencies, encourage community involvement in drug and crime control activities and provide guidance for the use of Formula Grant funds and state and local resources to implement effective drug control and justice system improvements consistent with the National Drug Control Strategy.

I hope this announcement contains programs of interest to you. I encourage your participation in these programs, where appropriate, and your enhanced participation in the National Strategy. By working together we can identify and implement new and effective approaches to control the scourge of drugs and crime which plague our nation.

Sincerely,

A handwritten signature in dark ink, appearing to read "Jerry Regier". The signature is fluid and cursive, with the first name "Jerry" and last name "Regier" clearly distinguishable.

Gerald (Jerry) P. Regier
Acting Director

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Introduction

The Program Announcement that follows applies to the Discretionary Grant Program of the Edward Byrne Memorial State and Local Law Enforcement Assistance Program (Pub. L. 100-690), which is administered by the Bureau of Justice Assistance (BJA), a component of the Office of Justice Programs within the U. S. Department of Justice. This program is dedicated to the memory of twenty-two year old Officer Byrne of the New York State Police Department who was, in the words of President Bush, "gunned down by a gang of cocaine cowards, while protecting a witness". Officer Byrne's father presented his son's badge--Number 14072--to President Bush who keeps it "as a constant reminder that Eddie's life was not given in vain".

(Remarks to Students on Drug Abuse, September 12, 1989)

By naming the State and Local Narcotics Control and Justice Assistance Improvements Program within the Department of Justice after the slain officer, Congress sought to memorialize the courage and sacrifice of law enforcement officials who risk life and limb in the nation's effort to combat drugs and drug-related crime.

The Discretionary Grant Program, authorized by the Anti-Drug Abuse Act of 1988, complements the Formula Grant Program through which funds are provided directly to the states to carry out their respective statewide drug control strategies. The programs contained in this announcement focus on National drug control priorities and assist state and local governments to address the problems emanating from drug abuse and drug crime. To increase the range of effective programs, practices and technologies available to state and local agencies, BJA will promote innovative demonstration programs, evaluate them to determine "what works" in drug and crime control, and encourage the replication of successful models through linkages with Formula Grant funds and other resources.

Discretionary Grant funds will also be used to provide enhanced training and technical assistance. Many of the programs being funded in FY 1990 require enhanced cooperation and coordination among several

Federal, state and local agencies. This allows for more efficient delivery of Federal assistance to state and local units of government. This emphasis on coordination is a major theme of the National Drug Control Strategy, unveiled in September 1989, and its companion volume, issued in January 1990. Furthermore, it is clear that a drug free society is, in the words of Attorney General Dick Thornburgh, "A goal that will only be reached if, as a government and society, we stand united to meet that challenge."

(Remarks to the Washington Institute of the National Council of Jewish Women, March 13, 1989)

Programs funded in FY 1990 address both the demand for and the supply of illicit narcotics. As stated in the National Drug Control Strategy: "The sale and purchase of drugs are both illegal. And so our criminal justice system is obliged to ensure that neither aspect of the drug marketplace is left unpenalized and therefore undeterred".

Recognizing that the dimension of the drug problem requires action on all fronts, this Discretionary Grant Program will help implement supply and demand reduction initiatives as described in the National Drug Control Strategy, as well as other purpose areas identified in the Anti-Drug Abuse Act of 1988. An important objective of these projects is to provide assistance more efficiently and effectively to state and local governments. BJA strongly encourages applications from a broad range of public and private organizations, including those which have not heretofore been grant recipients. Efforts have been made whenever appropriate to provide competition--rather than predetermined awards.

The announcement for FY 1990 contains projects listed under a number of categories. These categories are for reference purposes and are not mutually exclusive.

Application and Administrative Requirements

Application Requirements

Some programs are announced on a competitive basis, open to all eligible applicants. Eligibility for other programs, primarily continuation programs, is limited to specific jurisdictions or organizations. Applicants should read the eligibility and selection criteria for the program for which they wish to apply before preparing an application.

Applications must be postmarked on or before the due date indicated in this announcement.

An original and two copies of the application are required. To facilitate the review of the applications, three additional copies are requested. Applications should be sent to the following address:

Bureau of Justice Assistance
Central Control Desk
633 Indiana Avenue, N.W.
Washington, D.C. 20531

To comply with Executive Order 12372, applicants from state and local units of government or other organizations providing services within a state must submit a copy of their application to the State Single Point of Contact, if one exists and if the program has been selected for review by the state.

A copy of the application must also be submitted to the State Office which administers the Drug Control and System Improvement Formula Grant Program for the state. A list of the State Offices is found in Appendix A. An applicant is required to notify BJA should the application be funded through the state Formula Grant Program at the same time it is under review at BJA. (Applicants for national scope programs are not required to submit copies of their application to all the states which might benefit from the program.)

Application Content

The Federal application form, SF424, certification forms and assurances, which must be included as a part of the application, are found in Appendix B of this announcement. The application must include:

- o Standard Form (SF) 424 "Federal Assistance" (revised 4-88) signed by a duly authorized official

- o Certification Regarding Debarment
- o Certification Regarding Drug-Free Workplace Requirement
- o Certification Regarding Lobbying and, if applicable, a Disclosure of Lobbying Activities
- o Audit Requirements
- o An Equal Employment Opportunity Plan if the implementing agency has 50 or more employees and would receive \$500,000 or more during the fiscal year
- o A budget and budget narrative/justification
- o A narrative description of the proposed program, with clearly defined goals and objectives
- o An evaluation plan to document the results of the program annually
- o Assurances
- o The date the application was submitted to the State Single Point of Contact and a copy of the letter transmitting the application to the State Office which administers the Drug Control and System Improvement Formula Grant Program

Evaluation

Each funded project will be required to submit formal findings from an assessment or evaluation, within 60 days of the completion of each year's activities and within 90 days of project completion. Each application must provide a plan for assessing or evaluating the project.

Review Process

Applications submitted in response to a competitive announcement will be reviewed by a panel of experts, who will make recommendations to the director of BJA for funding. Letters will be sent to all applicants notifying them that their proposal has been selected or the reasons it was not selected. BJA will negotiate the terms of the awards with the selected applicants.

Some awards will be negotiated directly with current grantees to continue program activities or with organizations that are uniquely qualified to provide specific services. In addition, projects described herein without application criteria or due dates may be subject to further competitive or non-competitive solicitations.

Preference may be given to jurisdictions applying from designated High Intensity Drug Trafficking Areas (HIDTA).

Financial Requirements

Discretionary Grants are governed by the provisions of the Office of Management and Budget (OMB) Circulars applicable to financial assistance. The circulars, along with additional information and guidance are contained in the "Financial and Administrative Guide for Grants," Office of Justice Programs, Guideline Manual, M7100, available from the Office of Justice Programs. This guideline manual includes information on allowable costs, methods of payment, audit requirements, accounting systems and financial records.

Civil Rights Requirements

No person in any state shall on the grounds of race, color, religion, national origin or sex be excluded from participation in, be denied the benefits of, be subjected to discrimination under or denied employment in connection with any programs or activity funded in whole or in part with funds made available under this title. Sec. 809 (c) (1) of the Act. Recipients of funds under the Act are also subject to the provisions of Title VI of the Civil Rights Act of 1964; Sec. 504 of the Rehabilitation Act of 1974, as amended; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1974; and the Department of Justice Non-Discrimination Regulations 28 CFR Part 42, Subparts C, D, E and G.

Drug-Free Workplace

Title V, Sec 5153 of the Anti-Drug Abuse Act of 1988 provides that all grantees of Federal funds, other than an individual, shall certify to the granting agency that it will provide a drug-free workplace by:

- o Publishing a statement notifying employees that the unlawful manufacturing, distribution, dispensation, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violations of such prohibition

- o Establishing a drug-free awareness program to inform employees about:
 - the dangers of drug abuse in the workplace
 - the grantee's policy of maintaining a drug-free workplace
 - any available drug counseling, rehabilitation and employee assistance programs
 - the penalties that may be imposed upon employees for drug abuse violations
- o Making it a requirement that each employee to be engaged in the performance of such grant be given a copy of the statement of notification prohibiting controlled substances in the workplace
- o Notifying the employee that as a condition of employment in such grant, the employee will:
 - abide by the terms of the statement, and
 - notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction
- o Notifying the granting agency within 10 days after receiving notice of a conviction from an employee or otherwise receiving actual notice of such conviction
- o Imposing a sanction on or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by any employee who is so convicted
- o Making a good faith effort to continue to maintain a drug-free workplace

The U. S. Office of Management and Budget, in collaboration with other Federal executive agencies, including the Department of Justice, has developed regulations to implement the Drug-Free Workplace Act of 1988, 28 CFR Part 67, Subpart F.

Audit Requirement

In October 1984, Congress passed the Single Audit Act of 1984. On April 12, 1985, the Office of Management and Budget issued Circular A-128, "Audits of State and Local Governments" which establishes regulations to implement the Act. OMB Circular A-128, "Audits of State and Local Governments," outlines the requirements for organizational audits which apply to BJA grantees.

Institutions of higher education, hospitals and other nonprofit organizations have the responsibility to provide for an audit of their activities usually, but not less frequently than every two years. The required audits are to be on an organization-wide basis as opposed to a grant-by-grant basis.

Disclosure of Lobbying Activities

Section 319 of Public Law 101-121 generally prohibits recipients of Federal contracts, grants and loans from using appropriated funds for lobbying the Executive or Legislative Branches of the Federal Government in connection with a specific contract, grant or loan.

Section 319 also requires each person who requests or receives a Federal contract, grant, cooperative agreement, loan or a Federal commitment to insure or guarantee a loan, to disclose lobbying. The term "recipient" as used in this context does not apply to Indian tribes or any tribal or Indian organizations.

- o A person who requests a Federal grant, cooperative agreement or contract exceeding \$100,000 is required to file with OJP a written declaration. The declaration shall contain:
 - 1. A certification that addresses payment made and to be made with both Federally appropriated funds and non-Federal funds for influencing or attempting to influence persons, in making of Federal awards.
 - 2. "Disclosure of Lobbying Activities" must be submitted if payments were made with non-Federal funds and must contain the following information with respect to each payment and each agreement:
 - a. Name and address of each person paid, to be paid or reasonably expected to be paid
 - b. Name and address of each individual performing the services for which payment is made, to be made or reasonably expected to be made
 - c. The amount paid, how the person was paid and the activity for which the person was paid, is to be paid or is reasonably expected to be paid
 - 3. Copies of certifications and disclosures of lobbying activities, as outlined above, received from subgrantees, contractors or subcontractors under a grant, cooperative agreement or contract for Federal subgrants exceeding \$100,000.
- o A subgrantee, contractor or subcontractor under a

grant, cooperative agreement or contract, who requests or receives Federal funds exceeding \$100,000 is required to file a written declaration, as described above, with the person making the award

- o A declaration must be filed at the end of each calendar quarter in which there occurs any event that materially affects (\$25,000 or more) the accuracy of the information contained in any declaration previously filed for a grant, cooperative agreement, contract, subgrant or subcontract. These declarations shall be filed as follows:
 - 1. Grant, cooperative agreement and contract recipients shall send their amended declarations and copies of amended declarations for Federal subgrants to the Office of the Comptroller no later than 30 days after the end of each calendar quarter.
 - 2. Subgrantees, contractors or subcontractors under a grant, cooperative agreement or contract shall send their amended declarations each quarter to the person who made their subgrant.
- o Declarations are also required for extensions, continuations, renewals, amendments and modifications exceeding \$100,000 or resulting in the award exceeding \$100,000

Suspension or Termination of Funding

BJA may suspend, in whole or in part, or terminate funding for a grantee for the following reasons:

- o Failure to conform to the requirements or statutory objectives of the Act; or
- o Failure to comply substantially with the Act, regulations promulgated thereunder, or the terms and conditions of its grant award

Prior to suspension of a grant, BJA will provide reasonable notice to the grantee of its intent to suspend and will attempt informally to resolve the problem resulting in the intended suspension. Hearing and appeal procedures for termination actions are set forth in Department of Justice regulations at 28 CFR Part 18.

Drug Testing

DRUG TESTING THROUGHOUT THE CRIMINAL JUSTICE SYSTEM PROGRAM

1. Pretrial Component

Goals/Objectives: This component of the program will provide training, technical assistance and demonstration models for drug testing programs of pretrial arrestees. Under this program criminal justice agencies will make use of drug testing results in rendering detention and release decisions and developing supervision and drug treatment programs for drug abusing arrestees. This program will assist pretrial service agencies with development of pretrial screening and monitoring programs.

Background: Judges and magistrates charged with determining pretrial dispositions of arrestees need adequate information about the arrestee, victim and crime. They want to assure adequate supervision of arrestees released so that release does not result in additional harm or trauma to victims, additional crimes perpetrated by the arrestee, or justice delayed or denied should the accused fail to appear for trial. With substantial research now supporting the relationship between drug use and crime, the court must be sure that pretrial detention/release decisions reflect consideration of accurate information about the arrestee's drug abuse history and current usage. Urinalysis is one method to give the court additional information about arrestees and, when used as part of an intensive supervision program, one which has the potential to aid in achieving the goals of defendant appearance in court, lower rearrest rates and decreased drug usage.

Since FY 1986, several sites have implemented pretrial drug testing and supervision demonstration efforts based in part on the model program from the District of Columbia Pretrial Services Agency. These efforts are structured to 1) augment existing criminal justice information about the arrestee used for pretrial decision making, and 2) provide a more intensive supervision program for arrestees who need close monitoring, surveillance and control.

Currently six sites (Tucson, AZ; Portland, OR; Phoenix, AZ; Milwaukee, WI; Prince Georges County, MD; and, Los Angeles County, CA) are participating in this demonstration and are receiving extensive technical assistance through the Pretrial Services Resource Center (PSRC), including on-site consultation and workshops, as required. These sites (except Los Angeles) are also participating in a national evaluation, being conducted under the oversight of the Criminal Justice Research Institute (CJRI). This evaluation should provide an impact and process assessment of the first year of operation in the individual project sites and shed some light on the efficacy of the total program.

Program Description: Current year funding may continue support for those demonstration sites which are in their second or third year of operation, under the oversight of a technical assistance provider to be selected competitively. This technical assistance provider will be expected to provide intensive expert advice on all aspects of drug testing as it should be conducted at the pretrial stage; be responsive to day-to-day needs for technical assistance of the demonstration sites under this component and those selected under the **Model Demonstration Sites**, and provide training and technical assistance to other jurisdictions seeking to establish or refine existing pretrial drug programs. The provider will also work with the technical assistance providers selected under other drug testing programs announced herein towards providing system-wide implementation of drug testing.

Eligibility and Selection Criteria: Two of the currently participating sites are completing their demonstration effort this year and one is just beginning that effort; these sites do not require additional funding. Based on continued successful implementation, each of the three other sites (Milwaukee, Phoenix, and Prince Georges County) may be refunded. Applications for the technical

assistance grant are due in mid-May and every effort will be made to select and award the cooperative agreement to the successful applicant by July 1. During this selection process, PSRC will continue providing technical assistance to all participating sites and complete a number of program documents now in progress.

Award Period: All awards will be for 12 months of operations.

Award Amount: Up to \$1,100,000 is available for this program component. The training and technical assistance component will be for up to \$200,000 and the remaining funds will be used to support the three sites.

Due Date: Applications for the technical assistance grant must be postmarked no later than May 18, 1990. Jurisdictions whose programs are to be refunded will receive specific instructions on requirements for their refunding from BJA.

Contact: The Bureau of Justice Assistance, Courts Branch, (202) 272-4601.

2. Probation and Parole Component

Goals/Objectives: This component will provide national training and technical assistance in the implementation of drug testing programs during probation and parole. Technical assistance and training will be provided to implement efficient and comprehensive drug testing programs for probation and parole staffs, and will address appropriate offender management tools such as the threat of additional sanctions and the institution of user fees.

Background: Drug testing, especially urinalysis, is becoming an increasingly common component of both probation and parole supervision. Testing allows some monitoring of probationers and parolees. However, there has been little formal guidance to serve as a manual for such testing and to provide a benchmark for system personnel and the public to judge the adequacy and satisfactory use of this technique.

Drug dependent offenders require close community supervision. If such individuals are sentenced to probation or released from prison on parole without a strong monitoring component, to include the use of drug testing, public safety may be endangered and judicial intent thwarted.

Program Description: This program will be tailored to intermediate sanctions, such as intensive supervision programs, "boot camps" and electronic monitoring. Training and technical assistance will be provided to probation and parole personnel, stressing incorporation of drug testing. Drug testing guidelines, will be based upon operational experience and be in accordance with sound management principles. Probation and parole personnel will be trained to make sure that probationers and parolees remain drug free and that continued drug abuse is identified for appropriate action and referrals.

Management and operational training may also be provided to criminal justice line staff and administrators. Recipients of technical assistance must demonstrate a commitment to emphasize urinalysis, community linkages and surveillance.

Limited travel costs and per diem directly related to attendance at the training sessions may be covered by the grant in special circumstances. However, direct drug testing expenses will not be paid out of this grant.

The technical assistance provider will be expected to provide expert advice on all aspects of drug testing as it should be conducted in relation to probation and parole and to be responsive to the day-to-day needs

for technical assistance of this program and of the sites selected under the **Model Demonstration Sites Component**.

Eligibility and Selection Criteria: The project will provide national training for probation and parole personnel and will include technical assistance to be undertaken with the Model Demonstration Component. Other technical assistance may be provided, subject to agreement with BJA and consistent with criteria to be articulated in the grant proposal. Special planning issues or anticipated implementation problems should be noted in the proposal. Applicants must demonstrate that the training will reach the maximum practicable number of participants and that direct technical assistance to the Model Demonstration Site will be delivered properly.

The selection of the recipient of this cooperative agreement will be guided by the following criteria:

- o Ability to develop an organizational structure for implementing the program
- o Corporate capability and experience in managing national technical assistance and training programs
- o Knowledge of drug testing as a component of an overall case management system for overseeing offenders released into the community on probation and/or parole
- o Current working knowledge of the variations in resources and limitations of state and local criminal justice probation and parole requirements
- o Knowledge and experience in criminal justice assessment and evaluation

Award Period: This award period will be for 12 months.

Award Amount: A cooperative agreement will be negotiated for up to \$1,100,000.

Due Date: Applications must be postmarked no later than May 18, 1990.

Contact: The Bureau of Justice Assistance, Corrections Branch, (202) 724-7934.

3. Correctional Drug Testing and Interdiction Component

Goals/Objectives: The Correctional Drug Testing and Interdiction component of the program is designed to provide specific assistance to state and local correctional agencies in the establishment and implementation of policies and strategies to ensure drug-free institutions.

Background: A substantial increase in the number of offenders being incarcerated for the sale and/or manufacture of drugs has been followed by a corresponding increase in the incidence of drug trafficking within the nation's correctional institutions. A history of involvement with illicit drugs is common among inmates, and those convicted of drug trafficking are sometimes able to continue to sell drugs within the prison environment. The immediate result is the potential for serious disciplinary, custodial and security problems. Furthermore, institutions which cannot maintain a drug-free environment are unable to mount effective intervention programs. A drug-free environment is essential.

The problem is further exacerbated by the potential for staff involvement in this lucrative trade, and in drug abuse. Traditional management strategies have sometimes proven insufficient to combat this problem. In a recent BJA-funded survey the control of drug trafficking in correctional institutions was identified as among the highest training priorities by corrections administrators and other personnel.

Program Description: To promote greater efficiency in delivery of Federal assistance and to utilize expertise for the benefit of the state and local units of government, BJA will collaborate with the National Institute of Corrections (NIC) to provide training and technical assistance to jail and prison administrators required to control drug abuse and trafficking among incarcerated offenders and corrections staff. This effort will: assess the extent and nature of the present problem; identify and document effective policies and strategies; identify and document effective drug testing policies and procedures; and, design and deliver training and technical assistance. Training and technical assistance will be made available to sites selected under the Model Demonstration sites component of this program as well as other potential sites.

Award Period: This program will be for 12 months.

Award Amount: Up to \$300,000 will be available for this program.

Due Date: Not applicable.

Contact: The Bureau of Justice Assistance, Corrections Branch, (202) 272-4601.

4. Model Demonstration Site(s)

Goals/Objectives: The Model Demonstration Site component will provide financial assistance for one or two jurisdictions (including statewide) to demonstrate a comprehensive drug testing system encompassing all stages of the criminal justice process, from pretrial through supervised release.

Background: Drug testing (urinalysis) is a technology which is proving useful in providing courts with some information on and options for intermediate sanctions for drug-using offenders. Testing is being used by 60 or more jurisdictions at the pretrial stage and many more probation offices, but with wide variation in scope of operation. A substantial number of jails also test their pretrial and sentenced inmates. BJA has, as already described, been supporting pretrial drug testing demonstrations as well as related work in the areas of jails, offender screening and referral for treatment, and the post-conviction stage. This new program seeks to assess the utility of this tool within the context of a more comprehensive response to offenders and to demonstrate the feasibility of testing systemwide.

Program Description: One or two jurisdictions will be selected competitively to demonstrate a comprehensive management program for drug-using offenders which uses drug testing (urinalysis) as a major tool for identification of drug usage and continuous monitoring of these offenders from the time of initial arraignment until final sanctions are met. This would encompass drug monitoring as a condition of pretrial release, as part of jail-based treatment or monitoring programs, and as a condition of probation and/or parole.

Funding may be used to upgrade or enhance certain components of this comprehensive system and to provide necessary linkages. That is, applicant jurisdictions must agree to have in place operational programs at the pretrial, jail, prison, and probation/parole stages, of which drug testing is a part. Drug testing results should play a significant role in court decisions, as well as in monitoring conditions recommended to the court by agencies having responsibility for supervising the offender.

The core of this demonstration will be the linkage between the use of drug testing at these different stages as part of a supervision program, including the capacity to ensure that appropriate offenders are systematically tested and tracked while going through the criminal justice system and that information resulting from this testing is exchanged or passed on

from one system agency to another for use in decision making. Feedback should be provided to the court and other authorities (e. g., parole board) as appropriate.

The jurisdiction(s) selected for this demonstration will receive technical assistance from the providers selected under the pretrial, probation and parole, and correctional drug testing and interdiction components of this program. Site personnel involved in the demonstration will be given priority for all training programs related to drug testing issues. They may be subject to evaluation efforts conducted by the National Institute of Justice (NIJ) or BJA.

Eligibility and Selection Criteria: States and local governments applying for this project must be willing and able to implement an enhanced comprehensive drug testing program that builds new and significantly expanded drug testing procedures into all stages of the criminal justice process. The project will require maximum possible use of drug testing findings in making determinations affecting public safety and will require tracking offenders throughout the system. Because the project seeks to demonstrate the utility of a unique program that requires comprehensive drug testing of offenders whenever possible, it is envisioned that the state or local governments receiving this award must provide substantially increased resources, expertise and management control. For this reason, awards are envisioned to be made to states with populations under two million and local jurisdictions with populations between 250,000 and 500,000. Applicants should, at a minimum, address the following:

- o The extent of drug usage among their offender population, placed in the context of recent statistics about the total population coming through their system
- o A general overview of how their criminal justice system operates, including the organizational relationship of key adjudication and probation/parole agencies to one another and the way in which both cases and offenders proceed through the system
- o Detail about all operational drug testing programs, including situs of the program, volume of offenders handled, type of laboratory facilities used for the testing, etc.
- o Description of how drug testing results are currently used to make decisions about release or

detention following arrest, conditions of pretrial release, jail classification, conditions placed on drug-using probationers and parolees, etc.

- o Evidence of system support of the drug testing operations already ongoing, especially from key agency personnel, and details about any committees or other structures which now coordinate or provide oversight for individual or system drug testing efforts.
- o Current allocation of resources, including any Federal funds such as BJA Formula Grant funds, which serve to support existing drug testing activities. Current or planned sources of funding, such as collecting user fees, should also be noted
- o Information systems (automated or integrated systems or single agency systems) which are utilized to process information on drug-using offenders who are tested, and the extent to which different agencies now exchange such information and provide feedback to the court on successful cases and violation of conditions
- o The extent to which testing is already part of a comprehensive monitoring/supervision plan for offenders
- o The extent to which drug treatment is provided through the system and how such treatment is conducted (supervised) by system agencies and is related, if at all, to ongoing drug testing operations
- o Any evidence which suggests that the ongoing drug testing efforts have achieved such goals as reducing pretrial misconduct, reducing drug use, or specific goals set by the local jurisdiction
- o Any other information about the current situation which is relevant to the capability of the jurisdiction to conduct this program.

The applicant should address how it would, as a system, utilize any new funding available. As previously noted, such funds might be used to upgrade some individual components within the system or to provide linkages where none exist or where they are not working well. Some funds should be allocated for collection of data which will demonstrate how program funding has lead to improvements in the jurisdiction, including some baseline data. Technical assistance will be provided to the successful applicant(s) prior to or shortly after final award to assure that these data collection systems are adequate for local system needs as well as for any concurrent or later evaluation funded by BJA or NIJ.

A prerequisite for any award will be a memorandum of understanding among all agencies involved in this systematic effort. Such memorandum will set forth the role of each agency in the process and signature by the agency head will assure a firm commitment of that agency to conduct the demonstration as outlined in the application, as amended by negotiations with BJA. For the application, letters of commitment from these key agency heads, including the chief judge (or justice) of the jurisdiction, will be required.

Award Period: All awards will be for 15 months.

Award Amount: Up to \$1,000,000 will be available to make awards to one or two jurisdictions.

Due Date: Applications must be postmarked no later than June 18, 1990.

Contact: The Bureau of Justice Assistance, Courts Branch, (202) 272-4601.

DRUG USE FORECASTING

Goals/Objectives: This program will provide specific information to local, state and Federal governments on the prevalence and type of drug use among arrestees, at 25 representative sites.

Background: This program provides continued support to efforts by the National Institute of Justice (NIJ), to document the prevalence and type of drug use among arrestees in American cities. Although the yearly findings for 1989 are still being compiled and analyzed, the findings for 1988 reveal that the percentage of males testing positive for any drug at the time of arrest ranged from 54 percent (Indianapolis and Kansas City) to 83 percent (New York). In 9 of the 20 cities, 70 percent or more of the males tested positive for at least one drug. The range for female arrestees was from 44 percent (St. Louis) to 81 percent (Detroit). In 8 of the 14 cities that tested female arrestees, more than 70 percent were positive.

The relationship of age to drug use differed little from city to city. In general, more than half of all males tested positive, regardless of age. Drug use was also found in female arrestees of all ages. Drug use was prevalent in male and female arrestees of all races.

This specific information, and the analysis and forecasting which result from it, provides planning and policy guidance for the criminal justice community.

Program Description: To promote greater efficiency in delivery of Federal assistance and to utilize expertise for the benefit of state and local units of government, BJA will collaborate with the National Institute of Justice to support periodic urinalysis of

arrestees, in 25 sites, for the purpose of determining and forecasting the prevalence of drug use and the kinds of drugs being used. This will provide a broader base of information, by which to determine and project the rates and kinds of drug use in the nation as a whole, and by which to identify regional variations. NIJ will test a representative sample of arrestees quarterly and will report on the findings. In addition to the statistical analysis and interviews now being conducted, NIJ will collect data on illegal aliens held in local jails and lockups, to provide better information on the involvement by illegal aliens in the trafficking of drugs, especially in border areas.

Award Period: This program will be for 18 months.

Award Amount: Up to \$1,000,000 will be available for this project.

Eligibility and Selection Criteria: Criteria for site selection will be the responsibility of the National Institute of Justice.

Due Date: Not Applicable.

Contact: The National Institute of Justice, (202) 724-2942.

Street Level Enforcement

INNOVATIVE NEIGHBORHOOD ORIENTED POLICING PROGRAMS

Goals/Objectives: The Innovative Neighborhood Oriented Policing Program is designed to develop and demonstrate innovative community policing programs which target demand reduction at the neighborhood level in urban and rural areas. This program involves the "co-production of public safety" through extensive partnership efforts among law enforcement, other local government agencies, businesses, schools, community/social organizations, and citizens.

Background: For several years, law enforcement agencies have been experimenting with alternative approaches to traditional policing methods in order to increase coordination and interaction with the communities they serve. The National Institute of Justice (NIJ) has conducted research and prepared monographs on this subject. Because of the nature and extent of the drug problem, traditional police tactics are limited in their ability to control crime and drugs. Community organization and quality of neighborhoods are crucial determinants of fear and crime levels. Proactive and interactive approaches by communities and law enforcement have thus become essential in order to accomplish both law enforcement and community objectives.

Approaches such as neighborhood oriented policing, community oriented policing, problem oriented policing and the systems approach to community crime and drug prevention, call for police departments to be proactive as well as problem solvers and act as catalysts for developing and sustaining a coordinated network of services for neighborhoods. While they may differ in operational terms, they are similar in orientation, philosophy and objectives, namely to reduce crime and fear of crime and improve the quality of life in communities. In addition, they take into consideration the long term effects of limited financial and manpower resources.

At the same time, many community organizations have taken it upon themselves to develop and encourage better working relationships with law enforcement and the criminal justice system and have increased their organizational capacity to address the root causes of crime and drugs.

Program Description: This program seeks to focus on, and broaden the scope of, neighborhood oriented approaches to fully explore and demonstrate their potential for demand reduction (drug prevention, deterrence and control). It is designed to develop and demonstrate innovative and comprehensive approaches and strategies which fully utilize and integrate public and private resources and develop model programs for demand reduction. With a proactive orientation to policing, law enforcement agencies are in a better position to assist in developing grass roots self-help efforts to address crime and drug problems. The program is based on the premise that crime and drug problems must be addressed by the entire community, not just the police department. Therefore, the program is designed for law enforcement agencies to bring together various representatives from government agencies, schools, community groups, business organizations, churches and others to form cooperative demand reduction plans and strategies.

Critical elements of this program include:

- o The use of planning teams, coalitions, or task forces representative of the community and local government agencies
- o The use of data from a variety of sources to perform needs assessments and for developing appropriate strategies that address identified problems
- o A communications network between the members of the planning teams and the community that allows for the exchange of information, and monitoring of progress
- o Strategies that involve law enforcement and encourage the community to initiate and participate in demand reduction programs in their neighborhoods, for example, demand reduction training for neighborhood watch organizations; formalized agreements between law enforcement, schools and community groups; the use of local abatement ordinances in addressing drug-related problems; and/or training of landlords on issues relating to drug activity on rental property

Eligibility and Selection Criteria: This is a competitive program. Up to ten cooperative agreements will be awarded to organizations/agencies that offer the greatest potential for achieving demand reduction. Selection will be based upon the applicants responsiveness to the elements described above, as well as materials included in the application that clearly demonstrate the following:

- o Organizational capacity in forming community-police partnerships to address crime and drug problems
- o The ability to collect and analyze crime and drug data from a variety of local and national sources
- o Evidence of support and commitment for an ongoing effort including commitment and effective utilization of non-Federal resources for the purpose of implementing demand reduction programs and assessing program accomplishments.
- o Evidence of support from the chief executive of the law enforcement agency and the chief administrative officer for the local government

To provide the largest possible impact of this program for replication, geographical diversity and population served will also be considered in the selection process.

Award Period: The awards will be for a 12 month period.

Award Amount: Award amounts will range from \$150,000 to \$500,000 for a total of \$2,000,000.

Due Date: Applications must be postmarked no later than June 18, 1990.

Contact: The Bureau of Justice Assistance, Community Crime Prevention Programs Branch, (202) 724-8374.

DRUG IMPACTED SMALL JURISDICTIONS

Goals/Objectives: This program is designed to demonstrate effective drug control strategies which address drug trafficking and drug-related crime problems in jurisdictions with populations of 50,000 or less.

Background: Drug trafficking and drug-related crime, which have increased at an alarming rate in recent years, have had an devastating impact on many small jurisdictions. Those communities, which represent a very large segment of the population of the United States, often lack the resources and expertise of larger jurisdictions to deal with the overwhelming expansion and growing sophistication of drug crime. Development of successful drug control programs requires a systemic approach to drug problems to curb both the availability of drugs and the market for those drugs. This program will demonstrate that, through cooperative efforts of combined community resources, smaller jurisdictions which represent a large cross section of the United States are able to effectively address drug crime.

The size of eligible jurisdictions has been reduced from "jurisdictions with populations of 100,000 or fewer" as noted in the March 19, 1990 Federal Register announcement to "jurisdictions with populations of 50,00 or fewer".

Program Description: This program is designed to invite applications from law enforcement agencies in jurisdictions with populations of 50,000 or less to develop and implement a comprehensive drug control program which is a centrally coordinated cooperative effort with law enforcement, prosecutors, the courts, corrections, drug treatment services and the community. It is not BJA's intention to set out specific elements of a program, but rather to solicit from law enforcement agencies in small jurisdictions their ideas for addressing drug issues with a systemic approach.

The following information should be included in the application:

- o A demographic description of the geographic target area
- o A statement of the nature and extent of the drug problem within the target area

- o An agreement among criminal justice, treatment, education and other community leaders to participate in a centrally coordinated program
- o A description of the commitment by local political decision makers to provide resources to support project activities
- o A description of the anticipated approach
- o An implementation plan with reasonable goals and measurable, achievable objectives

Applicants are encouraged to provide letters of support from appropriate municipal leaders and private institutions to ensure that the proposed drug control plan has the necessary community support.

Eligibility and Selection Criteria: Applicants are limited to law enforcement/prosecution agencies in jurisdictions with populations of 50,000 or fewer. Grants will be awarded through a competitive process. A large number of cities fit this population criteria, but only two will be funded this year. The expectation is that if these programs are successful, additional funding may be made available for more sites in future years. Since the key to success rests with the level of commitment from the sites, selection will be heavily dependent upon commitment by political, criminal justice, treatment, education and community leaders. The severity of the problem, the agencies' approach to solve the problem and the proposed use of grant funds will also be considered.

Award Period: Awards will be for a period of up to 12 months.

Award Amount: Up to \$200,000 will be available for this program. Up to two projects will be awarded.

Due Date: Applications must be postmarked no later than June 18, 1990.

Contact: The Bureau of Justice Assistance, Law Enforcement Branch, (202) 272-4605.

MULTI-JURISDICTIONAL ANTI-DRUG TASK FORCES

1. Crack-Focused Substance Enforcement Program

Goals/Objectives: The Crack-Focused Substance Enforcement component of this program is designed to improve the capabilities of state and local law enforcement agencies to investigate and immobilize crack cocaine trafficking organizations, and to:

- o Enhance the ability of law enforcement agencies to attack crack cocaine trafficking organizations significant to their areas
- o Increase the rates of arrests, prosecution, conviction, drug removals and asset forfeitures related to crack traffickers and/or organizations
- o Reduce the incidence of armed robberies and property related crimes committed to support crack cocaine habits
- o Reduce the incidence of violent crime (i. e., homicides) related to crack cocaine distribution
- o Improve the ability of state and local officers to develop strong Federal prosecution against crack traffickers by utilizing the current Federal statutes
- o Increase the utilization of Continuing Criminal Enterprise (CCE) and Racketeer Influenced Corrupt Organizations (RICO) statutes to target and immobilize crack trafficking organizations
- o Facilitate the development and dissemination of intelligence information on crack trafficking organizations

Background: This program is a hybrid enforcement approach incorporating elements successfully utilized in the Drug Enforcement Administration (DEA) Task Force Program, State and Local Task Forces and the BJA Organized Crime/Narcotics (OCN) Task Force Program to focus on the enforcement of "Crack" in major urban areas. The Task Force approach to drug enforcement is universally recognized by enforcement and prosecutorial officials as a viable method for dealing with drug activities and can be readily adopted to the enforcement of a specific drug problem.

Program Description: This particular effort will significantly enhance state and local efforts to combat the rapidly growing availability of crack and the threat it poses to our nation's youth. This enhancement reflects the basis of our overall enforcement strategy of integrated operations and makes available the resources to establish viable crack task forces in metropolitan areas where they presently do not exist. Grant funds may be used for confidential expenditures (PE/PI), overtime, specialized equipment, if necessary, and some administrative costs. Task force personnel will be expected to travel to and participate in management "cluster" meetings of similar enforcement projects.

To assess project accomplishments, jurisdictions selected for awards should anticipate the submission of periodic statistics regarding outcomes, results, cases, arrests, prosecutions, convictions, recoveries and asset seizures.

Eligibility and Selection Criteria: Four to five sites will be selected for continuation of existing efforts. Preference will be given to sites which demonstrate a commitment to implementing drug testing within their criminal justice systems and which operate in jurisdictions that have or will adopt innovative neighborhood-oriented policing strategies. DEA will be involved where appropriate in both the selection and operation of the task forces.

Award Period: The project duration will be 12 months.

Award Amount: Up to \$1,000,000 will be available to continue four to five existing sites.

Due Date: Applications from existing grantees must be postmarked by May 18, 1990.

Contact: The Bureau of Justice Assistance, Law Enforcement Branch, (202) 272-4605.

2. Organized Crime/Narcotics Trafficking Task Forces

Goals/Objectives: The goals of this component are to develop regional enforcement projects to assist state and local law enforcement agencies through joint operations with Federal law enforcement personnel and to remove specifically targeted major organized crime/narcotics trafficking conspiracies and offenders through investigation, arrest, prosecution, asset forfeiture and conviction.

Background: A clear picture of the changing nature of organized crime emerged from the records of the President's Commission on Organized Crime. Its methods are brutal, and its scope is pervasive. The principal income-generating activity for organized crime is the production and distribution of illegal drugs, at \$80 billion a year.

Drug Trafficking: A Report to the President of the United States added to the information on the involvement of organized crime in drug trafficking. The Attorney General of the United States requested that the 93 U. S. Attorneys report on drug trafficking organizations in their districts. The Report to the President distilled the information received from the U. S. Attorneys and enhanced the understanding of the nature and form of the activities of these organized criminal conspiracies.

Development of successful cases against organized crime/narcotics trafficking conspiracies requires utilization of unique investigative techniques. Civil and criminal forfeiture of assets are now recognized by law enforcement as an effective means of depriving illicit drug traffickers of economic support and incentive. A formal mechanism whereby shared interdisciplinary resources are centrally coordinated can work to immobilize targeted offenders who manage these networks and organizations.

Program Description: The Organized Crime/Narcotics Trafficking Demonstration Program currently funded under BJA's Discretionary Grant Program will be supplemented. It should be noted that this program has been coordinated with the DEA Drug Enforcement Task Forces and the Department of Justice entities with responsibilities for other on-going Federal activities as appropriate. Projects funded under this program are designed to develop and implement centrally coordinated multi-jurisdictional activities to investigate and prosecute complex narcotics crimes and their perpetrators.

Emphasis will be on establishment of an interdisciplinary response to commonly shared major crimes related to drug trafficking throughout a regional

area. To achieve maximum criminal and civil remedies, formal mechanism will be established whereby investigative and prosecutorial resources can be allocated, focused and managed against targeted offenses and high level offenders. Critical to the success of this program is a shared management system of intergovernmental law enforcement/prosecutorial resources.

Eligibility and Selection Criteria: Awards will be made to existing projects identified by BJA and up to four new project sites. New applicant agencies must have demonstrated capacity to conduct a complete and fully coordinated demonstration program in areas in which there is high incidence of drug trafficking to identify major drug offenders and move these offenders expeditiously through the judicial system. Site selection will be made in consultation with the DEA and will consider the following criteria:

- o Joint agency management and direction of investigations and prosecutions including the presentation of signed formal intergovernmental agreements
- o A coordinated approach to the crime problem which results in a major impact on illicit drug trafficking not achievable through a single agency, case-by-case approach
- o Standardized procedures for central collection and dissemination of information for joint case administration and for investigation techniques and approaches
- o The proposed case threshold or selection criteria to be used in the selection and prosecution of complaints
- o Inclusion, as full participant in the formal management and operational group, of a prosecutor and a representative of the Federal Drug Enforcement Administration and other appropriate Federal agencies (e. g., U. S. Attorneys)
- o Operational guidance for this program is contained in BJA Program Brief titled "Organized Crime Narcotics Trafficking Enforcement." Applications will include an implementation plan with goals and quantified objectives which reflect the methodology described in the Program Brief

This is intended to support investigations which are complex, and which concentrate on middle and upper level conspiratorial drug crime.

Award Period: Awards will be for 12 months.

Award Amount: Up to \$3,000,000 will be available for this program. Award amounts will be negotiated with existing grantees. Up to four new project sites will be funded at approximately \$150,000 each.

Due Date: Applications from both continuation and new sites are due by June 15, 1990.

Contact: The Bureau of Justice Assistance, Law Enforcement Branch, (202) 272-4605.

3. Washington, D. C. Metropolitan Area Drug Task Force

Goals/Objectives: The Washington, Metropolitan Area Drug Task Force is designed to demonstrate, through coordinated planning and operations, the ability of Federal, state and local law enforcement agencies to suppress narcotic and illicit drug trafficking and the violence associated with it in a major metropolitan area.

Background: The Washington, D. C. Metropolitan Area Drug Task Force is funded to demonstrate that a metropolitan area task force can address the influx and distribution of illegal drugs, including crack cocaine, in Northern Virginia, Washington, D. C., and contiguous suburban counties in Maryland.

The drug crisis in this region has escalated to a level more costly and deadly than previously believed possible. Day after day, news accounts report increasing drug-related violence. Turf wars among rival gangs fighting to secure drug distribution markets abound, making it increasingly unsafe for law abiding citizens.

A correlation exists between cocaine abuse, especially crack, and the dramatic increase in violent crime currently prevalent in the metropolitan area. Consequently, in accordance with the Anti-Drug Abuse Act, local metropolitan criminal justice agencies have formed a multi-jurisdictional task force to work with the Federal criminal justice agencies to target drug trafficking and its associated violence.

Project Description: Funding is utilized by local jurisdictions in this coordinated effort. State and local law enforcement officers assigned to the task force have been deputized as Federal officers. This action enables the state, local, and Federal officers to work side by side in the jurisdictions. It also permits illicit drug and narcotic traffickers to be processed in Federal courts and to be designated as Federal prisoners.

The Washington Metropolitan Area Drug Enforcement Task Force officially began to prepare for operations on June 1, 1989. It is now comprised of Federal, state, and local participating agencies, all working together under the guidance of two Assistant Special Agents in Charge appointed to the task force from the DEA Washington Field Division. The task force is staffed with 30 enforcement and intelligence officers from DEA, 43 officers from the participating state and local law enforcement agencies, and approximately 36 officers from other participating Federal agencies. The staff is divided into four enforcement groups (two in the District of Columbia and one each in Maryland and Northern Virginia), three intelligence groups (one specializing on each area), and four specialized groups supporting the entire operation (concentrating on asset seizure and forfeitures, airport interdiction, fugitives, and weapons respectively).

Eligibility and Selection Criteria: The Arlington County Police Department, in collaboration with the DEA, is the host agency for this state and local law enforcement activity.

Award Period: The current awards will permit operations through September 30, 1990.

Award Amount: Up to \$4,000,000 will be made available for this program.

Due Date: Not Applicable.

Contact: The Bureau of Justice Assistance, Drug Abuse/Information Systems Branch, (202) 272-4601.

4. Marijuana Eradication Program

Goals/Objectives: The goal of the Marijuana Eradication Program is to enhance, through coordinated planning and operations, the ability of Federal, state, and local law enforcement agencies to suppress cultivation of marijuana and to minimize product availability through crop destruction.

Background: The nature of domestic cannabis production places it primarily within the jurisdiction and capabilities of state and local authorities. To assist these efforts, the Drug Enforcement Administration (DEA) coordinates the National Domestic Marijuana Eradication and Suppression Program which promotes information sharing and provides training, equipment, investigative and aircraft support to state and local agencies.

Program Description: The purpose of this program is to help state law enforcement agencies manage a statewide marijuana eradication program in collaboration with Federal law enforcement agencies. Each project must be designed around three critical elements:

- o **Coordination/Cooperation:** Projects are to be multijurisdictional. Administrators of participating agencies must enter into an interagency agreement which specifies expected staffing requirements and logistical commitments of the participants. At a minimum, participants must include a state enforcement agency, one local agency and DEA. The state enforcement agency must be the applicant and accept responsibility for project administration. Coordination and continuing interaction with the cognizant prosecutor's office is essential.
- o **Planning:** Prior to the design of specific operations, targeting data should be collected and analyzed that presents the most detailed description of the geographical area in which eradication operations are to take place. This analysis should also be used for the purpose of allocating personnel and equipment. The planning function should address such areas as: coordination with other government agencies including the DEA and other appropriate entities; the development of policies and procedures for operational activities that incorporate such elements as lines of authority, handling juveniles and innocent persons located on or near the areas of operation; apprehension of suspects; asset seizure and forfeiture of the property; and the training of personnel assigned to the operation.

- o **Administration:** Since the program is based on cooperative agreements with other law enforcement agencies, operations are usually outside of normal administrative channels. Special arrangements may have to be made regarding such areas as the management of equipment and its maintenance/repair, the management and use of herbicides and the transportation of harvested evidence to storage or disposition sites. Administrative support should be planned and delivered throughout each operation. The DEA will be included in the administration of this program.

Eligibility and Selection Criteria: Existing projects and new projects are eligible to apply. This is a competitive program, in which applicants will be judged on their ability to perform the following:

- o Thoroughly document the extent of the cultivation problem within their jurisdiction
- o Increase detection and eradication of domestically cultivated cannabis
- o Increase arrest and prosecution of cultivators and distributors, and follow through with asset seizure and forfeiture
- o Provide training for the state and local officers participating in the program
- o Develop and implement cooperative efforts with the DEA and other Federal, state and local agencies

Award Period: Awards under this program will be for a period of up to 15 months.

Award Amount: Up to \$1,000,000 will be available for this program. Up to six sites will be selected competitively at approximately \$125,000-\$250,000 each.

Due Date: Applications must be postmarked no later than June 15, 1990.

Contact: The Bureau of Justice Assistance, Law Enforcement Branch, (202) 272-4605.

User Accountability

DENIAL OF BENEFITS TO DRUG OFFENDERS PROGRAM

Goals/Objectives: This program is designed to complement existing criminal sanctions available to the state courts by denying certain Federal benefits.

Background: The Anti-Drug Abuse Act of 1988 (through Section 5301 of Public Law 100-690), provides that an individual convicted of state or Federal drug trafficking or possession offenses may be denied certain Federal benefits for statutorily specified periods of time. The decision to deny any, some, or all of an individual's benefits, except those excluded, rests with the sentencing judge. Such denial can constitute a significant sanction especially for drug traffickers and repeatedly convicted drug users. Among the Federal benefits which may be denied are grants, contracts, loans, and professional and commercial licenses.

The Office of Justice Programs will coordinate the state's participation in the program and serve as a clearinghouse for collection of denial of benefits data to be forwarded to the General Services Administration (GSA) for inclusion on the Debarment List.

Program Description: The Office of Justice Programs will coordinate with the State Chief Justices and State Court Administrators, and other representatives from units of state government to:

- o Inform state judicial officials of the provisions and application of Section 5301
- o Develop administrative procedures, guidelines, instructions and forms to properly implement the program

- o Provide assistance to establish a clearinghouse, consistent with the Privacy Act of 1974 [5 U. S. C. 552 (A)], to maintain records of all information received from Federal and State Courts and forward such information to GSA for inclusion on the "Lists of Parties Excluded from Federal Procurement or Non-procurement Programs" (Debarment List)

Eligibility and Selection Criteria: The National Center for State Courts will develop and assist in implementing this program through a cooperative agreement. In addition, funds may be available to award grants to states for pilot programs, which will be announced at a future date.

Award Period: The award(s) will support up to 12 months of program operation.

Award Amount: Up to \$800,000 will be available for this program.

Due Date: An award has been made to the National Center for State Courts.

Contact: The Bureau of Justice Assistance, Courts Branch, (202) 272-4601.

CIVIL PENALTIES FOR DRUG OFFENDERS

Goals/Objectives: The Civil Penalties for Drug Offenders Program is designed to demonstrate whether casual and first time users of relatively small quantities of illegal drugs can be swiftly and appropriately punished without resorting to the jurisdiction's full criminal adjudication process. It will also test and determine the effectiveness of several appropriate civil or administratively enforced penalties in reducing demand for and use of small amounts of controlled substances.

Background: It is well known that so-called casual or recreational use of illegal drugs by a significant portion of a community results in a steady demand for these drugs and often no penalties for the users. The National Drug Control Strategy, emphasizes the importance of implementing the principle of user accountability, to include first time offenders. To that end, the Strategy recommends states take steps to enact a range of user-accountability penalties for persons caught using or possessing even small amounts of illicit drugs, and to expand their use of appropriate, efficient and effective intermediate sanctions.

Program Description: This new program is intended to test and demonstrate the effectiveness of utilizing civil penalty provisions as a means of promoting accountability for casual users of illegal drugs without resorting to prosecuting these drug offenders. Through a competitive application process, jurisdictions will be selected to demonstrate the appropriate imposition and enforcement of civil (possibly administrative) penalties against casual and first time illegal drug users. Jurisdictions should consider penalties such as suspension or postponement of driving privileges, loss of possession and the forfeiture of property, (i. e., automobiles, boats, etc.), civil monetary fines, suspension of professional licenses or certificates and similar civil penalties that are currently authorized and would be appropriate for this approach.

These local demonstration efforts should include drug testing. Jurisdictions should consider requiring the cost of any such testing to be born by the illegal drug offender.

Eligibility and Selection Criteria: This new program will fund up to three jurisdictions to plan, test and demonstrate the effective use of civil penalties as authorized by current statute, administrative regulation and/or local ordinance for holding accountable, casual or first time illegal drug users. To be selected, applicants must develop and present acceptable criteria for identifying and apprehending the casual user. The applicants must fully discuss the participation, role and responsibility of participating governmental and private agencies. The applicant(s) must provide a detailed description of the complete process in imposing and enforcing the civil penalty. The applicant from each jurisdiction should be the agency most directly responsible for administering or enforcing the proposed civil penalty provisions.

Award Period: These projects will be funded for a 12 month period.

Award Amount: Up to \$450,000 will be available for this program; \$250,000 will be the maximum amount awarded to a single applicant.

Due Date: Applications must be postmarked no later than June 18, 1990.

Contact: The Bureau of Justice Assistance, Prosecution Branch, (202) 272-4605.

Alternative Sentencing Program

INTERMEDIATE SANCTIONS (BOOT CAMP) DEMONSTRATION, TRAINING AND TECHNICAL ASSISTANCE

1. Intermediate Sanctions (Boot Camp) Demonstration Program

Goals/Objectives: This program will provide funding for two boot camp demonstration sites to develop and enhance innovative intermediate sanctions that increase public safety and offer new sentencing options.

Background: Intermediate sanctions include a range of punishments more restrictive than simple probation, but less restrictive than incarceration in a traditional prison. Recently, focus has been on "boot camps". Boot camps provide a choice between long-term prison incarceration and community-based release, predominantly for the young, non-violent offender. These programs are, for the most part, voluntary and successful completion may result in a reduction in sentence. New successful programs emphasize discipline, treatment and work.

The term "boot camp" generally refers to a form of incarceration characterized by a highly structured, strict, military-type environment where offenders are required to participate in drills, physical conditioning and manual labor. The specific components of these programs vary but may include activities such as work, life skills improvement, self-esteem enhancement, educational and vocational training, personal hygiene improvement and substance abuse treatment. Post release intensive supervision, a common element in boot camp programs, may also include drug testing, restitution and community service.

Among the possible benefits of successful boot camps are the creation of new intermediate sanctions and sentencing options that: (1) stress personal accountability; (2) enhance public safety through incapacitation for a period of time; (3) promote the perception of punishment and provide a potential deterrent to others; (4) incorporate rehabilitation and treatment elements that provide an opportunity for offenders to become law-abiding and drug-free; and (5) may be established quickly, possibly utilizing surplus property, and engendering greater community support.

Program Description: This program is designed to assist state departments of corrections to develop, improve or expand model boot camp units.

Eligibility and Selection Criteria: This is a competitive program. Criteria for selection include: a clear statement of project goal and objectives; screening system for inmate selection; effectiveness of project concept including drug/alcohol treatment services; comprehensive post-release program emphasizing public safety; proposed organization and administration within the state department of corrections and/or community supervision agencies; state/local resources devoted to the project; and an evaluation plan*. Private sector involvement is encouraged. Some weight may be given to geographical location or special features which demonstrate program effectiveness and improve replication potential.

***Evaluation Plan:** Each project will be expected to devote at least 10% of its budget toward data collection and evaluation. An evaluation plan is required as part of the application. The procedure for offender assignment should be fully described. Sites are encouraged to compare shock incarceration with traditional incarceration and other punishments. The methodology, data to be collected, and data analysis should be described. Selected sites will be expected to cooperate with the National Institute of Justice in its evaluation efforts.

Award Period: Awards will be for 12 months.

Award Amount: Up to \$500,000 (\$250,000 per site) will be available for the demonstration sites.

Due Date: Applications must be postmarked no later than May 31, 1990.

Contact: The Bureau of Justice Assistance, Corrections Branch, (202) 272-4605.

2. Intermediate Sanctions (Boot Camp) Training and Technical Assistance

Goals/Objectives: This component will provide training, technical assistance and documentation relative to development and enhancement of the operation of boot camp programs.

Background: See background section of Intermediate Sanctions (Boot Camp) Demonstration Program.

Program Description: This program is designed to assist state departments of corrections to develop or enhance model boot camp units. In an effort to provide assistance to states who wish to implement boot camp programs, BJA will collaborate with the National Institute of Corrections (NIC) to provide funding for the development of a training curriculum, a technical assistance program and program documentation.

Eligibility and Selection Criteria: To promote greater efficiency in delivery of Federal assistance and to utilize expertise for the benefit of state and local units of government, BJA and NIC will collaborate to develop a training curriculum for state and local

officials who are planning or have established a "boot camp" intermediate sanctions program. A comprehensive manual will be designed to provide assistance in planning, managing and supporting "boot camp" projects. On-site technical assistance and information dissemination to assist development and implementation of sites will be provided. A solicitation may be issued at a later date.

Award Period: This program will be for 12 months.

Award Amount: Up to \$200,000 will be available for this program.

Due Date: Not applicable.

Contact: The Bureau of Justice Assistance, Corrections Branch, (202) 272-4605.

3. Intermediate Sanctions (Boot Camp) Demonstration for Juvenile Offender

Goals/Objectives: This program is designed to provide funding for up to three juvenile boot camp demonstration sites to develop and enhance innovative intermediate sanctions.

Background: See background section of Intermediate Sanctions (Boot Camp) Demonstration Program.

Program Description: This program is designed to assist juvenile justice systems to develop or expand model boot camp units for juveniles. Private sector involvement is encouraged.

Eligibility and Selection Criteria: This is a competitive program. To promote greater efficiency in delivery of Federal assistance and to utilize expertise for the benefit of state and local

units of government, an agreement will be entered into with the Office of Juvenile Justice and Delinquency Prevention (OJJDP) to administer this portion of the program. Announcement will be made at a later date in the Federal Register.

Award Period: See future announcement.

Award Amount: Up to \$1,600,000 will be available from BJA (excluding other agencies' support) for this program.

Due Date: See future announcement.

Contact: The Office of Juvenile Justice and Delinquency Prevention, (202) 272-6396.

TREATMENT ALTERNATIVES TO STREET CRIME (TASC)

Goals/Objectives: This program provides local and state criminal justice agencies and formula grantees with necessary technical and program development assistance for managing offenders connected with case management programs such as Treatment Alternatives to Street Crime (TASC). It will further refine current models that clearly define the use of urinalysis by program sites and the use of the results of urinalysis as a tool for imposing interim sanctions by the other elements of the criminal justice system. The program will expand the use of criminal justice sanctions as inducements for continued participation in case management programs, and incorporate user fees into the program. In addition, the program will continue to define performance standards, and incorporate assessment protocols and outcome measures into formal program certification standards.

Background: Many evaluations have found treatment for drug-dependent offenders to be most effective when there is direct criminal justice involvement. The threat of criminal justice sanction motivates offenders to enter treatment and, perhaps more important, motivates them to stay in treatment for a period of time sufficient for behavior change.

Program Description: This program will further expand the usefulness and applicability of the offender case management model for state and local agencies. Using the TASC case management model, technical assistance and training deliveries will be made on-site to current case management programs to improve program delivery and to jurisdictions wishing to begin such a program in their area. Case management programs other than TASC also qualify for technical assistance.

The BJA/TASC Program Brief will be further developed by defining additional critical elements. This will lead to the development of an accreditation model for "mature" case management programs. User fees will be incorporated into the program. In addition, consideration will be given to applications to demonstrate additional case management models suitable for replication. This program will assist state and local governments in implementing effective case management programs.

Eligibility and Selection Criteria: The selection of the recipient of this cooperative agreement will be guided by the following criteria:

- o Ability to develop an organizational structure for implementing the program
- o Corporate capability and experience in managing national technical assistance and training programs
- o Ability to ensure use of criminal justice sanctions as an inducement to stay drug free
- o Knowledge of case management as a system for overseeing offenders released into the community
- o Current working knowledge of the uses of drug testing as a case management tool
- o Current state-of-the-art knowledge of drug and alcohol treatment as it pertains to drug-dependant offenders
- o Ability to require and collect user fees
- o Knowledge and experience in criminal justice assessment and evaluation

Award Period: This award will be for 12 months.

Award Amount: Up to \$500,000 will be available for this program.

Due Date: Applications must be postmarked no later than June 18, 1990.

Contact: The Bureau of Justice Assistance, Corrections Branch, (202) 724-7934.

STRUCTURED SENTENCING PROGRAM

Goals/Objectives: The Structured Sentencing Program will provide direct technical assistance to state and local governments in establishing effective sentencing approaches.

Background: In recent years, BJA under the Anti-Drug Abuse Act of 1986, has provided the states with sentencing information, the provision of short term technical assistance, and conducted workshops and cluster conferences. Seven states received financial support, under a competitive process. At the Federal level, the United States Sentencing Commission has formulated Federal sentencing guidelines following an extensive research, analysis and implementation process. The U. S. Supreme Court has upheld the constitutionality of the Commission and the guidelines. The Commission continues to formulate and implement sentencing changes, issuing new sentencing guidelines and providing technical assistance and training to Federal judges (in conjunction with the Federal Judicial Center and the Administrative Office of the United States Courts), probation officers, prosecuting and defense attorneys, utilizing the expertise of various consultants and a sizeable research staff. In sum, the Federal experience and expertise in structured sentencing may be particularly instructive to states.

Program Description: This program will provide technical assistance to selected eligible states. To promote efficiency in delivery of Federal assistance

and to utilize expertise for the benefit of states and local units of government, BJA will collaborate with the United States Sentencing Commission to provide this technical assistance to participant states in developing and implementing sentencing policies and practices that establish appropriate punishments for convicted offenders. This assistance may include the use of consultants selected in coordination with participant states. Intermediate sanctions and other innovative sentencing options are strongly encouraged.

Eligibility and Selection Criteria: Not applicable.

Award Period: This program will be for 12 months.

Award Amount: Up to \$200,000 is available for this program.

Due Date: Not applicable.

Contact: The Bureau of Justice Assistance, Corrections Branch, (202) 272-4601.

Planning and Designing Judicial and Correctional Facilities

COURTHOUSE RENOVATION AND CONSTRUCTION HANDBOOK: A PRACTICAL GUIDE ON OPERATIONS, PLANNING AND DESIGN

Goals/Objectives: This program will provide a practical guide to jurisdictions planning or engaged in the renovation or construction of courthouse facilities.

Background: New demands placed on criminal justice facilities are impacting the state judicial systems which must process rising caseloads and increased numbers of arrestees/offenders through facilities not designed for the increased volume. Many states are considering the expansion of existing facilities or construction of entirely new court facilities. Such expansion or construction can be lengthy, specialized, and expensive. Furthermore, planning for renovation or construction must consider: projected system demands, short and long term operational needs, special requirements of those (jurors, victims, offenders, staff) who will use the facility, and the most effective use of space to maximize investment of funds.

The State Justice Institute will be concluding work with a consortium of judicial and architectural organizations which will result in various products to assist directly in the renovation and construction of courthouse facilities. Included will be a bibliography of reference documents, a database reflecting renovation/construction efforts by selected jurisdictions planning or having completed work, a monograph on ways to obtain financial support for renovation/construction, a space management checklist to help determine space requirements in consideration of operational issues, and a design guideline to assist planners, designers, and construction organizations throughout the renovation/construction effort.

Program Description: The proposed handbook will supplement previous research by providing a user friendly, practical guide that advises state and local jurisdictions on practical issues and possible pitfalls confronted in renovation and construction projects (e.g., future personnel demands; analyzing court operations and incorporating operational effectiveness into the facility design; and evaluating cost/benefits in the selection of courtroom shapes, sizes and other design features). The handbook should provide

examples and illustrations, and reflect actual experiences in demonstrating the concepts and issues described

Technical assistance will be provided in completing this handbook to ensure accuracy and prevent duplication. Up to \$20,000 will be provided to selected participants of the State Justice Institute research project, and other experts, in the development of this product. Up to \$80,000 will be available for the compilation, production and dissemination of the completed product.

Eligibility and Selection Criteria: Either public or private organizations are eligible to compete. Direct experience in court facilities construction and renovation projects and expertise in various court operations will be required. An announcement of additional eligibility and selection criteria will not be made until the research of the State Justice Institute has been completed and reviewed (to prevent duplication) and court facility construction information database unit and information exchange activities begun.

Award Period: One award for 12 months will be made.

Award Amount: Up to \$100,000 is available for this project.

Due Date: To be announced at a later date in the Federal Register.

Contact: The Bureau of Justice Assistance, Courts Branch, (202) 272-4601.

REAL PROPERTY IDENTIFICATION AND TRANSFER PROGRAM

Goals/Objectives: This program will provide information to state and local agencies on methods for the acquisition or use of surplus real property and facilities for correctional facility construction and renovation.

Background: The project will address the Federal Surplus Real Property Transfer Program and other methods that make available unutilized and underutilized surplus property and facilities. The property or facilities will be used by units of state and local government and, where appropriate, private entities in association with units of state and local government, for jails and prison sites and other correctional purposes which provide programs for the care or rehabilitation of incarcerated criminal offenders.

Under 40 U. S. C. 484, the Federal Surplus Real Property Transfer Program is administered by the Bureau of Justice Assistance by delegation of the Attorney General. See the Comprehensive Crime Control Act of 1984, Chapter VII-Surplus Federal Property Amendments, Pub. L. 89-473, 98 Stat. 1937 (October 12, 1985), Title II.

Program Description: To promote greater efficiency in delivery of Federal assistance and to utilize expertise for the benefit of state and local units of

government, BJA will collaborate with NIC to produce a handbook on how units of state and local government can obtain property or facilities from the Federal government for correctional purposes through the Federal Surplus Real Property Transfer Program.

Additionally, training and technical assistance will be provided for information dissemination and monitoring of available property and facilities, site selection, negotiation, and obtaining actual transfer of the property or use of an existing facility.

Award Period: Not applicable.

Award Amount: Up to \$100,000 will be available for this program.

Due Date: Not applicable.

Contact: The Bureau of Justice Assistance, Special Programs Division, (202) 724-8374.

CORRECTIONAL INDUSTRY INFORMATION CLEARINGHOUSE

Goals/Objectives: The Correctional Industry Information Clearinghouse Program is designed to support improved operations and expansions of correctional industries, both as a means to reduce idleness and to develop revenues for a variety of correctional and social purposes.

Background: This project provides publications, technical assistance and topical searches for correctional industries. It is a continuation of a clearinghouse for correctional industries developed by the American Correctional Association (ACA) in 1986.

Program Description: This project will provide for the continuation of CI-Net, an automated information system for correctional industries. Technical assistance will be available on a wide-range of prison and jail industry issues, including legislation, personnel procedures, marketing and sales, and organization and management, as well as joint ventures with the private sector. Requests will be handled through document retrieval and reproduction, topical searches and operation of "CI-Net." Periodic bulletins on topics of special interest will be distributed to all state prison and jail industries.

The clearinghouse project will provide for the completion of the operations training manual for line supervisors in correctional industries. A test will be

developed to accompany the manual, and a series of training seminars using the manual as the basis for the curriculum. Additionally, the project may host a series of roundtable discussions involving U. S. importers and correctional industries managers as a result of CI-Net's research into foreign production and potential markets for correctional industries.

Eligibility and Selection Criteria: The American Correctional Association will submit a continuation application.

Award Period: This award will be for a period of 12 months.

Award Amount: Up to \$100,000 will be available for this program.

Due Date: A continuation application must be postmarked by May 1, 1990.

Contact: The Bureau of Justice Assistance, Special Programs Division, (202) 724-8374.

PLANNING CORRECTIONAL AND COURT FACILITIES AND EXCHANGING CONSTRUCTION INFORMATION

Goals/Objectives: The goal of this program is to provide specific information and assistance to state and local criminal justice agencies for the efficient planning and construction of expanded prison and jail capacity.

Background: The President's National Drug Control Strategy calls for the expansion of prison and jail capacity at the Federal, state and local levels. The Bureau of Justice Assistance (BJA) has encouraged states to use formula grant funds under the Anti-Drug Abuse Act for this purpose. In support of state and local efforts, the National Criminal Justice Reference Service (NCJRS), maintains a computerized data base on corrections construction and conducts a Construction Information Exchange program, putting state and local jurisdictions in contact with one another for mutual assistance. In related efforts the National Institute of Corrections (NIC) provides training and technical assistance in planning for facility construction to state and local corrections officials.

Program Description: To promote greater efficiency in delivery of Federal assistance and to utilize expertise for the benefit of state and local units of government, BJA will collaborate with NIC and NIJ to develop, expand, and improve programs in this area. Specifically, the following activities will be funded:

- o Updating and Expanding Prison and Jail Data Base - In consultation with NIC and NIJ, up to \$100,000 will be made available to NCJRS to update and expand the corrections construction data base and the Construction Bulletin's publication series and to disseminate this information. This information will provide assistance to state and local governments in planning, designing, constructing and renovating correctional facilities.

- o New Court Facility Database - Up to \$200,000 will be made available to NCJRS to develop a new court facility construction database. These funds will be used to collect, analyze and disseminate court facility information and will assist State and local governments in planning, designing of construction and renovating court facilities.
- o Correctional Facility Planning and Technical Assistance - Up to \$200,000 will be made available for State and local training and technical assistance in planning correctional facilities. This project will be administered through the NIC and will improve and expand the Planning of New Institute (PONI) training and technical assistance program administered by NIC. The project will incorporate the latest information provided from NCJRS.

Eligibility and Selection Criteria: The National Institute of Corrections and the National Institute of Justice will collaborate with BJA in these activities. Up to \$300,000 may be awarded directly to NCJRS.

Award Period: The program will be for a period of 12 months.

Award Amount: A total of \$500,000 will be made available to support the cited activities providing state and local assistance.

Due Date: Not applicable.

Contact: The Bureau of Justice Assistance, Corrections Branch, (202) 272-4601.

Evaluation

EVALUATION OF DISCRETIONARY AND FORMULA GRANT PROGRAMS

Goals/Objectives: A reasonable number of comprehensive evaluations of programs funded under BJA's Formula Grant and Discretionary Grant Programs will be conducted. The goal of the evaluations is to identify proven programs and projects, "what works" against drug abuse and drug trafficking, funded under the Anti-Drug Abuse Act of 1988 and thereby transfer useful information on programs to states and local units of government for potential replication in their jurisdictions.

Background: BJA assisted the National Institute of Justice (NIJ) in the development of evaluations, which were published by NIJ under the title, Evaluating Drug Control and System Improvement Projects, in August 1989. This document established the overall framework for the evaluation program. The FY 1989 agreement led to the initiation of thirteen major evaluations addressing drug control and system improvement programs. For FY 1990 NIJ established a new program called the "Special Initiative for Drug Control Evaluations," to manage the activities under this cooperative agreement.

Program Description: This agreement will provide continued support to efforts by the NIJ to conduct a number of evaluations, designed in cooperation with the BJA, as mandated by the Anti-Drug Abuse Act of 1988. This program also supports major priorities of the National Drug Control Strategy by enhancing the "development of a comprehensive information base about "what works" in controlling drug use through support for prevention and drug treatment programs."

It is important to note that programs to be evaluated should show promise of making a significant contribution to our national fight against drug abuse and drug trafficking. Topics include, but are not limited to, programs that interdict and disrupt street drug sales, that drug addiction and drug-related crime among offenders under correctional supervision, that demonstrate innovative prosecutorial case handling,

that prevent the spread of drugs in our schools, that deter recreational drug abuse, and that punish and deter drug law violators. Programs to be evaluated should have current or previous support from BJA.

BJA will negotiate an agreement with NIJ to continue this evaluation program. A joint evaluation schedule will be developed based on BJA/NIJ cooperation in developing a competitive research solicitation under NIJ's program to receive proposals from public and private sources to conduct the evaluations. On an annual basis, the Director of NIJ is required to report to the President, the Attorney General and the Congress on the nature and findings of the evaluation research and development activities supported by this program.

Eligibility and Selection Criteria: Not applicable.

Award Period: This Award will be for 12 months.

Award Amount: Up to \$3,000,000 will be made available for this program.

Due Date: Not applicable.

Contact: The Bureau of Justice Assistance, Policy Evaluation Branch, (202) 724-5974.

CONSORTIUM TO ASSESS THE IMPACT OF THE STATE DRUG STRATEGIES

Goals/Objectives: The Consortium was established to bring together states committed to: (1) improving states capabilities to analyze and evaluate drug control and system improvement programs and programs under their statewide drug control strategies; (2) working with BJA in developing and collecting comparable data across states for monitoring the implementation of statewide drug strategies and assessing their impact, as well as contributing to the initiation of long-term data collection and analysis activities at the state level; and (3) providing policy makers at the Federal, state and local levels with feedback on the effectiveness of specific drug control strategies.

Background: States receiving BJA Formula Grant funding are required by the Anti-Drug Abuse Act to develop a statewide drug strategy. States must review, amend and update their strategies annually, and any modifications to the strategy must be based on analyses of the impact of ongoing efforts on the drug problem. In early 1988, BJA established a Consortium of States to serve as a forum for states to work together in identifying useful approaches and methods for assessing the impact of their strategies and sharing information among all states. After two developmental years, the Consortium program includes twenty-eight (28) participating states, but has also focused its activities on the remaining states as well.

Program Description: This program fits BJA's Discretionary Grant Program which is designed to enhance the capabilities of the state and local criminal justice practitioners in their efforts to control drugs by disseminating information on proven, effective programs based on the assessment and evaluation of projects and programs which make up components of the state drug control strategies.

The strength of this program lies in the direct participation of state and local officials and staff as a consortium to develop and disseminate methods and approaches to the assessment and evaluation of statewide drug control strategies. The interaction and working relationships developed among the states is a

clear achievement of this effort, and the consortium concept has proved to be an effective means of generating state support for and participation in assessing their strategies.

BJA will negotiate a cooperative agreement with the Criminal Justice Statistics Association (CJSA) to continue the Consortium efforts as a primary element of its evaluation program. The Consortium of States will continue to define approaches and methods for assessing the impact of state strategies, collect and analyze data on drug control efforts in the states, and provide assistance to for all states through technical assistance and the transfer of information. CJSA will provide the focal point for preparation and publication of reports, and will work with BJA to coordinate Consortium results to be incorporated in BJA's annual report to Congress.

Eligibility and Selection Criteria: The award will be negotiated with the CJSA, on a non-competitive basis, due to the Association's unique qualifications and relationship with the states and their Statistical Analysis Centers (SAC).

Award Period: This award will be for 12 months.

Award Amount: Up to \$750,000 will be available for this program.

Due Date: The application has been submitted to BJA.

Contact: The Bureau of Justice Assistance, Policy Evaluation Branch, (202) 274-5974.

Enhanced Prosecution

STATEWIDE DRUG PROSECUTION

Goals/Objectives: The goal of this program is to develop statewide prosecution and enforcement projects that enable states with statutory authority but without the necessary coordination of resources to effectively attack statewide drug trafficking offenders.

Background: BJA has funded seven statewide prosecution units to demonstrate the enhanced abilities of statewide coordinated narcotics and financial investigations and prosecutions. Selected states are committed to the concept of creating a statewide capacity to detect, investigate and prosecute major drug trafficking conspiracies and to identify, seize, forfeit and share the unlawfully obtained drug proceeds and assets through a centralized, cooperative effort by local, state and Federal enforcement agencies.

The states vary greatly in their law enforcement organization and allocation of enforcement authority and jurisdiction. Different states have experienced very different problems in attempting to enforce criminal drug laws. State Attorneys General's Offices or comparable statewide prosecutor's offices having criminal prosecution authority have been chosen to serve as demonstration projects for the several differing approaches to providing coordinated selection, investigation and prosecution of drug trafficking.

Program Description: Several statewide prosecution projects have been funded to develop centrally coordinated, multi-jurisdictional cases within a state and to bring multi-jurisdictional or statewide drug

prosecutions against major drug traffickers. These statewide enforcement units have, or are developing, formal mechanisms to coordinate investigations and litigation resources and to target major offenders. Prosecutors will use state statutes such as criminal, asset forfeiture, money laundering, conspiracy and electronic surveillance together with state-of-the-art enforcement tools to conduct intensive financial investigations and mount multi-jurisdictional criminal prosecutions of major organized criminal groups.

Eligibility and Selection Criteria: Up to seven currently funded demonstration sites will be provided supplemental or continuation funding to complete a three year demonstration cycle.

Award Period: Application due dates will be negotiated with the current grantees.

Award Amount: Up to \$800,000 will be available for this program.

Due Date: Applications must be postmarked no later than June 30, 1990.

Contact: The Bureau of Justice Assistance, Prosecution Branch, (202) 272-4605

STATEWIDE TRAINING FOR LOCAL DRUG PROSECUTORS

Goals/Objectives: The Statewide Training for Local Drug Prosecutors Program will provide advanced, multiple-subject training to local prosecutors whose primary responsibility is the prosecution of drug offenses and drug trafficking cases.

Background: In almost every jurisdiction - from the rural to the large metropolitan - the drug problem is having a substantial impact on the daily operation of the prosecutor's offices. Over the last few years the allocation of existing or additional manpower resources are increasingly being assigned to drug-related investigations and prosecutions. In addition, most states have passed a substantial number of new, often complex, laws aimed at assisting law enforcement and prosecution in attacking these drug-related criminal justice problems. Although prosecutors have the basic skills required for prosecuting individual drug offenses, the investigation and prosecution of the ever-increasing sophisticated operations of drug trafficking organizations, require advanced training in specific subject areas. This training is rarely available from in-state resources. This training specializes in the application of complex state statutes, recent Federal and state court decisions and other areas specifically related to drug enforcement topics such as electronic surveillance, use of informants, asset forfeiture and money laundering.

The American Prosecutors Research Institute (APRI), under an existing BJA grant and in conjunction with National College of District Attorneys (NCDA), has developed a sophisticated training curriculum that utilizes video tapes of specific subject matter experts, case scenarios for group participation, and local practitioners as lecturers and group facilitators. This multi-faceted training program has been tested and refined in three succeeding statewide drug prosecutor training conferences. Using another approach, the National College of District Attorneys (NCDA) has, during the past year, at the request of four state prosecutors' organizations, developed and successfully presented two or three day courses covering all major aspects of narcotics investigation and prosecution. The focus of these courses is the analysis of a drug single case strategy, which starts with investigation and proceeds through charging, pretrial hearings, trial techniques and disposition. In this approach, NCDA administers and provides the training utilizing a carefully selected nationally-recognized faculty.

Program Description: The most efficient and effective forum to train local drug prosecutors is at the state level, where they share common statutes, procedural and case law. This is also the level at

which the training conference justifies the expense required to assemble the advanced expertise and number of prosecutors required for this level of training. The possible exception to this is in large, metropolitan prosecutor's offices that often have in-house training capabilities. Moreover, a state's prosecutor's organization or the state's Prosecutor Coordinator has the best understanding of the local drug prosecutor's specific training needs across the state and the outside and in-state resources, including local practitioners most suitable for teaching state specific statutes, case law and subject matter.

This program contemplates utilizing two approaches for the delivery of state-wide training to local drug prosecutors. For states having organized on-going training programs, the state's Prosecutor Coordinator office will be expected to coordinate with APRI for the adaptation and delivery of the existing training curriculum to their individual states. The Prosecuting Coordinator will be responsible for adapting the APRI curriculum, identifying local training resources and conducting the statewide training program. For those states which do not have an active state prosecutor training program, the National College of District Attorneys will assist in the development and delivery of their drug prosecutor training program with appropriate modifications, for each of these states. In each approach, the states will be responsible for all participants' attendance and travel-related expenses.

Eligibility and Selection Criteria: This program will be funded through the American Prosecutors Research Institute (APRI).

Award Period: The award period for this program is 12 months.

Award Amount: Up to \$150,000 will be available for this program.

Due Date: The application must be postmarked no later than May 30, 1990.

Contact: The Bureau of Justice Assistance, Prosecution Branch, (202) 272-4605.

UTILIZATION OF STATE CIVIL RICO AND CIVIL REMEDIES TO INTERRUPT ILLICIT DRUG ENTERPRISES TECHNICAL ASSISTANCE AND TRAINING PROGRAM

Goals/Objectives: This program is designed to provide expert technical assistance and training to offices of selected state Attorneys General for increased use of state civil RICO statutes and other civil remedies and to conduct sophisticated investigations, culminating in civil litigation with possible parallel criminal prosecution, in order to attack and destroy enterprises trafficking in drugs.

Background: Twenty-seven states have enacted civil RICO statutes patterned after the 1970 Federal RICO statute. Several additional states are considering enacting similar RICO statutes. Presently, these state statutes vary in their effectiveness as law enforcement and investigative tools to attack drug trafficking enterprises. In April 1988, the National Association of Attorneys General (NAAG) completed a BJA funded survey of four states in which comprehensive civil RICO statutes were being used to combat drug trafficking. The study concluded that where there were sufficient Attorney General personnel, and where local, state and Federal investigative and enforcement resources are coordinated and committed to implementing these racketeering laws, they have proven effective. More importantly, they provide enormous potential for destroying organized trafficking enterprises and seizing large amounts of unlawfully obtained assets.

In February 1989, BJA, through a grant to NAAG, funded the creation of two state civil RICO prototype projects in offices of Attorneys General to demonstrate the use of civil RICO in state drug enforcement efforts. Those demonstration sites have received training and technical assistance from the NAAG State Civil RICO Drug Enforcement Project and have initiated investigations and cases seeking civil recovery against drug trafficking enterprises under their state's RICO statutes and other appropriate civil remedies provisions.

Program Description: Through the provision of expert technical assistance and training, this effort will increase the use of the civil RICO approach by state Attorneys General in their role as the chief state law

enforcement officer. It will increase the effective coordination of statewide criminal and financial investigations leading to civil and, if possible, criminal proceedings against drug traffickers. Technical assistance and training will be provided to the demonstration sites and to other states using civil RICO and civil remedies to eliminate drug trafficking networks. Based upon the demonstration sites and the other state civil RICO drug enforcement programs, a model program together with model pleadings, statutes and practice and procedure manuals will be published and provided to all state Attorneys General as well as to other relevant Federal, state and local law enforcement agencies. The project will publish a monthly newsletter and monographs on selected topics related to utilizing state civil RICO statutes.

Eligibility and Selection Criteria: An award will be negotiated with the National Association of Attorneys General (NAAG). The National Association is uniquely qualified to serve as the grantee for this effort due to their ongoing work in this area and their organizational network of contacts necessary to successfully achieve this program's objectives.

Award Period: The award period for this program is 12 months.

Award Amount: Up to \$500,000 will be available for this program.

Due Date: The application must be postmarked no later than April 30, 1990.

Contact: The Bureau of Justice Assistance, Prosecution Branch, (202) 272-4601.

LOCAL DRUG PROSECUTION TECHNICAL ASSISTANCE

Goals/Objectives: This program will provide local prosecutors with technical assistance in developing policies and implementing or enhancing programs that hold drug offenders legally accountable and that thereby reduce the destructive effects of drugs in local communities.

Background: America's local prosecutors will continue to play a critical role in any national drug control strategy. In addition to prosecuting local drug cases, district attorneys set policy and develop effective programs, in that they hold a key position in communities' efforts to fight drug crime. Prosecutors are pivotal in the successful investigation and prosecution of local and regional drug trafficking organizations.

Prosecutors, like all others involved in drug control, constantly seek new tools to increase their effectiveness. To this end, the National District Attorney's Association (NDAA), in 1987, assembled a group of approximately 45 elected and appointed prosecutors as a Drug Prosecution Policy Development Committee, an advisory group directly in touch with the drug-related problems of jurisdictions across the nation. Additionally, the American Prosecutors Research Institute (APRI), the technical assistance and research affiliate of the NDAA, developed a Prosecution Drug Control Working Group of 45 highly experienced drug prosecution trial attorneys. The Drug Control Committee and Working Group, practitioners at the policy and trial levels, are the primary advisory resources for APRI's Center for the Local Prosecution of Drug Offenses. APRI is currently working with a technical assistance sub-committee of eight to ten practitioners drawn from these two groups.

BJA has funded APRI's Center for the Prosecution of Local Drug Offenses to develop a technical assistance approach that provides prosecutors with the opportunity to evaluate and implement a variety of policy and program options. The Center continues to collect and disseminate information about effective prosecution approaches through publications, special reports and individualized mailings. The Center is a clearinghouse for all types of information of interest to drug prosecutors including a national directory of model legislation, training materials, leadership approaches and effective program descriptions. The Center has also created a laboratory for the development of new program approaches through its "Drug Prosecution Policy and Management Workshop." The workshop involves a "problem-oriented" prosecution approach to program development focusing on the specific needs of each

district attorney's local community.

The demand for technical assistance for prosecutors is increasing due to several significant developments. First, the President's National Drug Control Strategy challenges prosecutors to become more extensively involved in program areas such as user accountability, street-level enforcement, asset forfeiture and deferred prosecutions.

Second, Formula Grant moneys have contributed to the development of multi-agency task forces at the local level across the nation. Participating prosecutors need to take the lead in determining the required inter-jurisdictional investigation and prosecution priorities and operational policies. Prosecutors have indicated a need for assistance in meeting these objectives. The successful task force approaches are being documented for dissemination by APRI.

Third, demonstration programs highlighting multi-agency task forces, effective asset forfeiture, deferred prosecution and other approaches can directly benefit from technical assistance.

Program Description: This ongoing national scope technical assistance project is designed to meet the informational and management consultation needs of the nation's prosecutors and state prosecutorial associations. A variety of products, from descriptions of effective programs to documentation of successful trial tactics, will be available through a clearinghouse. Technical assistance will be provided upon request to all eligible prosecutorial programs.

One area of program emphasis will be the dissemination of documented prosecution policies and programs that effectively impact drug crime. The dissemination of policy and program descriptions fills a critical need of the nation's prosecutors as they seek ways to redress the damaging effects of drugs in their communities. In this phase, the project will provide technical assistance to help prosecutors both develop and implement effective approaches, with an emphasis on multi-jurisdictional approaches against regional drug trafficking organizations. Policy and management workshops will be offered to aid prosecutors in the formative stages of policy and program development. As prosecutors identify new program initiatives through the workshops, the project will provide technical assistance to facilitate the development of these fledgling efforts to enhance their opportunity for success.

Further, BJA Formula Grant funded multi-jurisdictional task forces are currently being assessed to determine which ones include substantial prosecutorial

involvement and, of these, which ones are particularly effective. The project will continue this assessment process, document effective task forces to assist in replication and provide technical assistance to enhance their effectiveness.

The project will also focus on providing technical assistance for efforts involving asset forfeiture, model legislation and deferred prosecution.

Additionally, the project will provide technical assistance to Formula Grant recipients developing prosecution programs that emphasize user accountability, street-level enforcement and drug testing. The project will also provide assistance to prosecutors involved in programmatic issues with respect to topics such as alternative sentencing and drug-affected infants and children.

The program will provide information through a clearinghouse ranging from case specific topics such as trial techniques to descriptions of broad policy initiatives. The clearinghouse will develop, test and disseminate training materials and publications. The project will disseminate information both through direct requests and through publications.

Finally, the program will provide the capability to match the expertise of both its staff and practitioners in the field with the problems local prosecutors are facing with respect to drugs in their own jurisdictions.

The project will maintain flexibility in facilitating the transfer of information and expertise to prosecutors requesting assistance.

Eligibility and Selection Criteria: This project with the National District Attorneys Association's research arm, the American Prosecutors Research Institute will be continued.

Award Period: This project will be for 12 months.

Amount: Up to \$800,000 will be available for this program.

Due Date: An application must be postmarked no later than April 30, 1990

Contact: The Bureau of Justice Assistance, Prosecution Branch, (202) 272-4605.

COMPREHENSIVE ADJUDICATION OF DRUG ARRESTEES

Goals/Objectives: This program supports development and testing of models that facilitate the coordination of criminal justice systems agencies having responsibility for adjudication of offenders arrested for drug offenses. The goal of the program is to use and integrate into agency operations approaches to adjudication that have previously been shown to be successful, such as case delay reduction and focused prosecution techniques.

Background: The Comprehensive Adjudication of Drug Arrestees (CADA) concept involves systematically addressing a target group, drug offenders, through system-wide agreement on a particular approach to process these offenders. Thus, while CADA demonstration sites are encouraged and assisted to rely on both proven and innovative techniques and approaches to meeting discrete adjudication problems, the key to CADA is the coordination among adjudication agencies. Such agencies include pretrial, prosecution, public defense, court administration, judiciary, jail management and treatment programs. Due to the unique nature of drug offenses, the forensic laboratory used by the site is also an integral player in the CADA plan.

Among the techniques and approaches which CADA sites are using are those addressing delay reduction such as differentiated case management and "drug courts", focused prosecution techniques, jail capacity management strategies, and identification and development of treatment alternatives.

It is important to emphasize that most functions which make up the approach to adjudicating drug arrestees in these sites are not being supported by CADA funds; in fact, most costs of processing these cases continues to be borne by the local jurisdiction. The difference is that CADA funding has allowed these jurisdictions to systematically link existing resources to comprehensively address this target population and has "filled in the gaps" in individual agencies so that all can effectively participate in the approach selected.

Four jurisdictions are now participating in the program: Santa Clara Co., CA; Orleans Parish, LA; Flint, MI; and the State of Rhode Island. These site demonstrations are at different stages and have differing needs for future Federal support.

To assist these jurisdictions in the conceptual melding of the CADA concept, BJA has provided substantial program support through the Pretrial Services Resource Center (PSRC). In addition, the program has been subject to an assessment of program implementations in three sites, being conducted by the National Center for State Courts (NCSC).

Program Description: Funding in FY 1990 will serve to continue site demonstrations. Each of the four jurisdictions will be asked to provide evidence of substantial progress in meeting the goals set for the CADA program as a whole as well as those set in their initial application.

Eligibility and Selection Criteria: Applications will be accepted from currently participating sites.

Award Period: Awards will be for periods not to exceed 12 months.

Award Amount: Up to \$750,000 will be available for this program. The amount of individual awards will be negotiated with the current grantees.

Due Date: Application must be postmarked by May 1, 1990

Contact: The Bureau of Justice Assistance, Courts Branch, (202) 272-4601.

MODEL STATE STATUTE DEVELOPMENT AND DISSEMINATION

Goals/Objectives: The goal of this program is to develop and disseminate "model" state statutes in order to strengthen the investigation, apprehension, prosecution and punishment capabilities of states in dealing with drug offenders and organizations trafficking in illegal drugs and narcotics.

Background: The ability of the criminal justice system to put drug offenders and their organizations out of business is becoming more sophisticated and in many ways more successful. In response, drug traffickers are also using more sophisticated methods to avoid detection and to hide the proceeds of illicit activity. To address and combat these innovative methods employed by drug traffickers at the state and local level, existing statutes need to be reviewed and new legislation developed. The National Drug Control Strategy further emphasized the importance of properly using the provisions of the Anti-Drug Abuse Act of 1988, regarding the adaptation of Federal statutes to state and local purposes. In addition to a call for new or enhanced state statutes covering asset forfeiture, electronic surveillance, money laundering, clandestine laboratories and pharmaceutical diversion, the National Drug Control Strategy document included the following: minimum mandatory sentences for serious drug crime; alternative sentencing statutes; schoolyard laws; user accountability laws and drug-free workplace statutes. Appropriate adaptation of statutes would enable states to utilize, to a much greater extent, their own prosecutorial and court system resources. Such provisions, applied properly, will become effective tools for the criminal justice system in the fight against drugs.

In FY 1988, the Bureau of Justice Assistance awarded a grant to the American Prosecutors Research Institute (APRI) supporting a task force of prosecutors to assist the National Conference of Commissioners on Uniform State Laws in revising the Uniform Controlled Substances Act (UCSA). The product of this task force was a handbook titled, The Uniform Controlled Substances Act, Discussion and Analysis of Proposed Amendments, 1989, which contains a discussion of major drug control issues to be addressed by the proposed amendments to the UCSA and an analysis of the proposed amendments. These proposed statutes, with supporting analyses, will be available for dissemination to states.

Program Description: This program will continue its efforts to formulate "model" state statutes which respond to the increasing number of complex methods created and utilized by drug statute offenders to avoid detection, prosecution and the imposition of criminal

and/or civil sanctions. The grantee will: continue efforts to review existing statutes which prevent the detection, investigation, apprehension and prosecution of drug traffickers; survey state and Federal laws to determine which existing statutes would most likely be successful if enacted in other states; establish the preferred structure and content of the model state statutes in order to accomplish the stated goals of investigation, apprehension, prosecution and punishment of drug traffickers; and, promote the utilization of model state statutes across the country through the presentation of testimony, articles and limited technical assistance.

This project will attempt to enhance states' drug enforcement and drug prosecution strategies by providing "models" of the necessary litigious tools for adoption by states, as appropriate. Through this project BJA will support the wide dissemination of model statutes via printed materials, regional training conferences and on-site technical assistance as appropriate, giving particular emphasis to the APRI Handbook, The Uniform Controlled Substances Act, Discussion and Analysis of Proposed Amendments, 1989. The National Drug Control Strategy specifically encourages states to examine the draft legislation contained in this document, to determine what changes to their existing laws might be suitable. Dissemination activities under this project will include making this draft legislation available through each state's Prosecution Coordinator.

Eligibility and Selection Criteria: An award will be negotiated with the American Prosecutors Research Institute.

Award Period: This project will be funded for a 12 month period.

Award Amount: Up to \$150,000 will be available for this project.

Due Date: The application must be postmarked no later than June 30, 1990.

Contact: The Bureau of Justice Assistance, Prosecution Branch, (202) 272-4605.

Training

CLANDESTINE LABORATORY ENFORCEMENT TRAINING AND CERTIFICATION PROGRAM

Goals/Objectives: The Clandestine Laboratory Enforcement Training and Certification Program provides law enforcement officials with the information necessary to safely investigate clandestine laboratories in accordance with the Occupational Safety and Health Administration's standards.

Background: Safety, legal, administrative and regulatory issues surrounding the seizure of clandestine laboratories and the prosecution of criminals responsible for the laboratories are very complex. Law enforcement officials are beginning to have a better knowledge of the special kinds of information needed by our uniformed and non-uniformed officers and investigators. This information has been accumulated through the detection and seizure of several hundred clandestine laboratories. These hard won experiences have helped to identify the hazards associated with these operations. Clandestine laboratories contain poisonous, flammable and explosive chemicals. These chemicals are used, by criminals, with inadequate training and equipment to perform dangerous syntheses of controlled substances. There is a clear danger to the immediate community adjacent to the clandestine laboratory and to law enforcement officers assigned to these investigations.

Program Description: To promote greater efficiency in delivery of Federal assistance and to utilize expertise for the benefit of state and local units of

government, BJA will continue an inter-agency agreement with the Drug Enforcement Administration (DEA) to provide certified training to state and local law enforcement officials assigned to investigate and seize clandestine laboratories, collect dangerous chemicals as evidence for prosecution, and transport and store dangerous chemicals.

Eligibility and Selection Criteria: Not applicable.

Award Period: This project will be funded for a 12 month period.

Award Amount: Up to \$250,000 will be available for this program.

Due Date: Not applicable.

Contact: The Bureau of Justice Assistance, Law Enforcement Branch, (202) 272-4605.

ASSET SEIZURE AND FORFEITURE TRAINING

Goals/Objectives: The Asset Seizure and Forfeiture Training Program is designed to provide operational training and technical assistance to local law enforcement and prosecution personnel to familiarize them with pertinent local, state and Federal laws and protocols, to enhance coordination activities with the prosecutor and other agencies having jurisdiction in financial matters, and to alleviate difficulties encountered before, during, and after asset seizure. Specific focus in this program is on state statutes related to asset seizure and forfeiture.

Background: This program is based on previous research and development funded by the National Institute of Justice (NIJ) and others, dealing with asset seizure and forfeiture as an effective means of depriving illicit drug traffickers of economic support and incentive. NIJ research also points to effective application of forfeiture laws and rules as a means of converting illicit capital to law enforcement purposes and generating major financial benefits to the community. It is recognized that, in the field of narcotics enforcement, asset seizure and forfeiture statutes are the weapons that enable police officials to present a balanced attack against illicit drug dealers. However, experience has shown that passage of such legislation does not, by itself, guarantee a successful asset seizure program. Full exploitation of new Federal and state laws depends on adequate training and technical assistance in the field.

Program Description: BJA has an existing cooperative agreement with the Police Executive Research Forum (PERF) to further research this issue, develop a training methodology that is practical and useful to state and local law enforcement agencies in the conduct of investigations involving civil and criminal forfeitures and to deliver that training to state

and local law enforcement personnel. The training delivered under this program is specifically directed toward State Asset Seizure and Forfeiture Statutes, and it will continue to be closely coordinated with the Executive Office for Asset Forfeiture, U. S. Department of Justice. A supplemental grant will be made to PERF to continue this training during the 12 month duration of the grant. BJA will retain a strong management interest in the program.

Eligibility and Selection Criteria: The current cooperative agreement with the Police Executive Research Forum (PERF) will be supplemented to continue the existing training program.

Award Period: The award period for this program is 12 months.

Award Amount: Up to \$200,000 will be available for this program.

Due Date: The application must be postmarked no later than May 19, 1990.

Contact: The Bureau of Justice Assistance, Law Enforcement Branch, (202) 272-4605.

TRAINING LOCAL LAW ENFORCEMENT OFFICERS IN ANTI-DRUG ACTIVITIES INVOLVING ILLEGAL ALIENS

Goals/Objectives: This program is designed to recognize the unique problems faced by state and local law enforcement officers involved in narcotics investigations or other activities when illegal aliens are encountered. The program will result in the development and presentation of a training curriculum specifically designed to enhance the officers ability to identify and process illegal aliens.

Background: The increasing involvement of illegal aliens in drug importation and distribution has placed new demands on state and local law enforcement. Not only are unique identification and investigative challenges encountered, but the law enforcement officer has at his disposal a whole new array of investigative options and potential sanctions. The majority of state and local law enforcement officers are simply unfamiliar with these options, as they have not been traditionally called upon to deal with problems of this nature.

Program Description: This program will provide training relative to the identification and processing of illegal aliens. Training will include the recognition of fraudulent documents, coordination with Federal immigration officials and other problems associated with processing illegal aliens. It will also provide the investigators with an understanding of new and additional investigative possibilities in cases of this

nature as well as an understanding of possible non-criminal sanctions. The program will specifically develop and present on a regional basis a training curriculum designed to meet the above objectives. To promote greater efficiency in delivery of Federal assistance and to utilize expertise for the benefit of state and local units of government, this program will be developed and implemented through a collaborative effort among BJA, the Immigration and Naturalization Service (INS) and other appropriate Federal agencies.

Eligibility and Selection Criteria: Not applicable.

Award Period: This program will have a duration of 12 months.

Award Amount: Up to \$300,000 will be made available for this program.

Due Date: Not applicable.

Contact: The Bureau of Justice Assistance, Law Enforcement Branch, (202) 272-4605.

FINANCIAL INVESTIGATIONS

Goals/Objectives: This program provides for the development and institutionalization of a financial investigations training course for state and local investigators at the Federal Bureau of Investigation (FBI) Training Center in Quantico, Va. It will also continue current narcotics related financial crime demonstration projects which have developed a comprehensive operational approach to the investigation and prosecution of narcotics related financial crime, including asset recovery programs and mechanisms.

Background: This program was developed by BJA and the FBI as a result of interest in the use of financial investigations as a primary weapon in the fight against narcotics trafficking. The training program, initially funded in 1987, was designed to be completed in three phases over a three year period. This award represents the final funding phase for this effort. Development of successful cases against organized narcotics trafficking conspiracies requires use of unique investigative techniques. A formal mechanism whereby shared interdisciplinary resources are centrally coordinated can work to immobilize targeted offenders who manage these networks and organizations, and to remove the assets they have amassed. Civil and criminal forfeiture of assets are now recognized by law enforcement as an effective means of depriving illicit drug traffickers of economic support and incentive.

Program Description: The primary components of the program include: 1) comprehensive training in specific financial investigative techniques for state and local investigators, 2) a program designed to train trainers, and 3) the development of a computer classroom for long term training in financial investigations and analysis. This latter component features the development of a curriculum and the delivery of training in computer based investigations. The first phase training has occurred at selected state and local sites. The Bureau of Justice Assistance will supplement the existing inter-agency agreement with the Federal Bureau of Investigation to continue this effort. The primary focus in FY 1990 will be on continuation of the regional seminars and implementing training for state and local investigators at the recently completed computer classroom at the FBI National Academy.

The demonstration program is designed to develop and implement centrally coordinated multi-jurisdictional financial investigation activities involving tracing narcotics related financial transactions, analyzing the

movement of currency, identification of criminal financial structures and money laundering schemes and asset forfeiture administration. Emphasis will be on establishment of an interdisciplinary response to commonly shared major crimes related to drug trafficking conspiracies throughout a regional area. A formal mechanism will be identified or created whereby investigative and prosecutorial resources can be allocated, focused and managed against targeted offenses and high level offenders to achieve maximum criminal and civil remedies, and to deprive them of the financial incentives to pursue illegal drug activities. Critical to the success of this program is a shared management system of intergovernmental law enforcement/prosecutorial resources. Participation by a prosecutor is a critical element of this program.

Eligibility and Selection Criteria: Funds will be available to continue sites that demonstrate exceptional quality, and consideration will be given, in the future, to solicitation for new sites. In addition, to promote greater efficiency in delivery of Federal assistance and to utilize expertise for the benefit of state and local units of government, an interagency agreement will be negotiated with the Federal Bureau of Investigation to continue the training program for state and local officials. The existing grant to the Institute for Intergovernmental Research (IIR) will be supplemented to continue the ongoing technical assistance effort in support of the model sites as well as the OCN task force sites.

Award Period: Projects will be funded for a 12 month period.

Award Amount: Up to \$2,200,000 will be available for this program. \$700,000 will be available for the training program and up to \$1,500,000 will be available for the demonstration projects. Awards to continuation projects, and the Institute for Intergovernmental Research are anticipated in the range of \$150,000 to \$200,000.

Due Date: Applications from existing grantees must be postmarked no later than June 1, 1990.

Contact: The Bureau of Justice Assistance, Law Enforcement Branch, (202) 272-4605.

STATE AND LOCAL DRUG ENFORCEMENT TRAINING ENHANCEMENT

Goals/Objectives: The goal of this program is the identification of training needs in the area of narcotics enforcement for which no specific training is available to state and local law enforcement officers. Once these areas are identified, curriculum may be developed and delivered through the use of existing Federal training facilities and personnel.

Background: The Bureau of Justice Assistance has stressed continually the need for effective and up to date training for law enforcement officers in narcotics investigations. To date, this focus has led to the development and presentation of a number of significant training programs on a variety of topics such as, assets seizure and forfeiture, financial investigations, supervision and management, use of patrol officers in narcotics investigation, clandestine lab safety and investigations, advanced narcotics investigations and street sales enforcement. The program considered here is designed to identify areas of training that are not currently available to state and local law enforcement officers.

Program Description: This program will have two primary elements. The first being the identification of training areas for which there is an established need, but a lack of availability. The second element will focus on the development of a specific plan to provide needed training through the use of existing Federal training facilities. It is anticipated that the identification process will be based on a conference of representative trainers from all states. Based on recommendations of the conference a specific plan will be developed to provide needed training through the use of existing Federal training facilities and personnel. Development of the plan will require a substantial knowledge of and coordination with such Federal training facilities and offices as the Federal Bureau of Investigation (FBI) National Academy, the Federal Law Enforcement Training Center (FLETC), the Drug Enforcement Administration (DEA) Training Division, and others.

Eligibility and Selection Criteria: To be determined.

Award Period: Not applicable.

Award Amount: Up to \$200,000 will be made available for this project.

Due Date: Not applicable.

Contact: The Bureau of Justice Assistance, Law Enforcement Branch, (202) 272-4605.

Information Systems

IMPROVING CRIMINAL HISTORY INFORMATION SYSTEMS

Goals/Objectives: This program is designed to assist states in (1) improving the accuracy, completeness, and timeliness of criminal history record information residing at centralized state repositories and (2) providing such information to the Federal Bureau of Investigation according to newly developed reporting standards. A central aim is to make it possible to identify, through automated state records, convicted felons who are prohibited under Federal law from purchasing firearms, particularly those convicted within the past five years and in the future.

Background: The Anti-Drug Abuse Act of 1988 directed the Attorney General to develop a system for the immediate and accurate identification of felons attempting to purchase firearms. The Attorney General established a Task Force on Felon Identification in Firearms Sales, consisting of representatives from all Department of Justice components, with expertise in this area, and from the Department of Treasury. On October 22, 1989, the Task Force issued the "Report to the Attorney General on Systems for Identifying Felons Who Attempt to Purchase Firearms." As a result of this report, the Attorney General has determined to proceed with Option A2 as presented in the Task Force report. It would provide for the use of a touch-tone telephone by licensed firearms dealers to contact a criminal justice agency for access to criminal records information currently on file with the states or the Federal government. After a computerized check, the dealer would be notified if the intended purchaser has a criminal record. If a record exists, the sale could not go forward. In developing such a system, it will be necessary to take steps to protect the integrity of criminal records and to prevent abuse of these records. The Department will continue to review to what extent legislation will be necessary to implement fully this option.

Program Description: In order to make such a system feasible, the Attorney General has directed the Federal Bureau of Investigation (FBI) to establish a complete and automated database of felons who are prohibited from purchasing firearms. The Task Force estimates that only 40 to 60 percent of conviction records are currently automated. To facilitate this effort, the FBI will develop, in conjunction with the

Bureau of Justice Statistics (BJS), voluntary reporting standards for state and local law enforcement. Since the most urgent need is to identify criminals, these standards should emphasize enhanced record-keeping for all arrests and convictions made within the last five years and in the future. To ensure that these standards take into account the burden placed on the states, the FBI will issue draft standards for public comment by May 20, 1990. In addition BJS will undertake a comprehensive study of state criminal history reporting systems to evaluate reporting accuracy and information retrieval capabilities. The initial phase of this study will also be completed by May 20, 1990. The initial phase of this study will be of great value to the states in enhancing their reporting systems and bringing them into compliance with the new FBI standards. This system will require significant effort and expenditure on the part of both the states and the FBI. To promote greater efficiency in delivery of Federal assistance and to utilize expertise for the benefit of state and local units of government, BJA will negotiate a memorandum of transfer with BJS.

Eligibility Selection Criteria: A memorandum of transfer will be negotiated with BJS. Application requirements for this competitive program will be announced in a future solicitation.

Award Period: The award period will be negotiated with BJS.

Award Amount: Up to \$9,000,000 will be available for this program.

Due Date: Application due dates will be announced in a future solicitation.

Contact: The Bureau of Justice Statistics, Information Systems Branch, (202) 724-7765.

CRIMINAL JUSTICE SIMULATION MODELS

Goals/Objectives: The goal of this program is to enable cities and counties to develop systemic approaches to solving criminal justice problems through use of computerized criminal justice simulation models.

Background: The National Drug Control Strategy, calls upon the Department of Justice to develop computerized criminal justice simulation models to estimate the impact of policy changes on various parts of the system. With such a system, jurisdictions should be able to depict interrelationships between different stages or activities in the criminal justice system to allow policy officials to make better resource allocation decisions.

Program Description: Public domain software models, such as the Justice System Improvement Model (JUSSIM), that have been proven to be effective as a tool for criminal justice decision-makers, need to be documented and promoted to local jurisdictions. Jurisdictions require technical assistance and training, in addition to model software and documentation. Applicants who are interested in disseminating existing products and in providing technical assistance and training related to the implementation of the simulation model should apply.

Eligibility and Selection Criteria: Emphasis will be placed on the ability of the providers to develop documentation and dissemination plans that encourage adoption of models by local units of government. Emphasis will also be placed on the applicant's ability to provide technical assistance and training to those jurisdictions interested in implementing a criminal justice simulation model. Additional emphasis will be placed on the quality and comprehensiveness of the software package.

Award Period: These awards will be for a period of 12 months.

Award Amount: Up to \$100,000 will be available for this program.

Due Date: Applications must be postmarked no later than June 18, 1990.

Contact: The Bureau of Justice Assistance, Information Systems Branch, (202) 272-4601.

COMPUTER LABORATORIES AND TRAINING CAPACITY

Goals/Objectives: This program provides specific, practical assistance and training to state and local law enforcement and prosecutorial agencies to automate their drug information collection, analysis and dissemination and to implement available systems by comparing technologies and selecting the most cost-effective technology for local application.

Background: Most law enforcement agencies, especially small to medium-sized agencies, lack the expertise to: maintain information on available, public domain systems; investigate new technologies; develop law enforcement applications for existing technology; compare available technology and select the most cost-effective hardware and software for local systems; and provide necessary, technical training for their employees, to meet local and national drug information requirements.

The cumulative result is that a substantial volume of key drug information is not readily brought to bear in the fight against drug traffickers. This fundamental deficiency must be corrected as a matter of high priority. Law enforcement agencies need to use more sophisticated ADP technology.

Program Description: Drawing upon the experience and resources of the National Criminal Justice Computer Laboratories and Training Centers, operated by SEARCH Group Inc., in Sacramento, California, and by the Criminal Justice Statistics Association in Washington, D. C., this project provides an opportunity for criminal justice personnel to obtain hands-on computer experience and technical information about computers. Criminal justice professionals and administrators interested in automation can utilize the Computer Centers as an information resource on state-of-the-art microcomputer technology.

The Computer Lab Centers address the vital need for training and support experienced by both potential buyers and current systems owners.

Training: Courses are offered on general data processing topics as well as specialized criminal justice concerns. Complexity ranges from introductory level programs to advanced applications such as

computer graphics and database design. Other courses focus on subjects such as automated systems planning; crime analysis; specific automation needs of law enforcement, prosecution, and jails; and, the operation and use of public domain software, such as "DA's Assistant" for prosecution management and "Lock-up" for jail management. As newer, more efficient simulation models are identified they will also be available in these laboratories. The program will also be especially designed to assist agencies that participate in the Consortium to Assess the Impact of the State Drug Control Strategies (see page 32.)

Technical Assistance: Information is available about current products and their capabilities, the experiences of other agencies which have adopted automated systems, and general guidelines for planning and implementing computer systems.

Product Demonstrations: The Centers provide an impartial environment for agencies making purchasing decisions to evaluate hardware and software.

The project will provide for the continuing development of the training sites.

Eligibility and Selection Criteria: Cooperative agreements will be negotiated with the current grantees, the Criminal Justice Statistics Association and the SEARCH Group, Inc.

Award Period: The awards will be for a 12 month period.

Award Amount: Up to \$100,000 will be available for this program.

Due Date: Applications must be postmarked by April 30, 1990.

Contact: The Bureau of Justice Assistance, Drug Abuse/Information Systems Branch, (202) 272-4601.

OPERATIONAL SYSTEM SUPPORT TECHNICAL ASSISTANCE AND TRAINING

Goals/Objectives: The goal of this program is to enable state and local law enforcement and prosecutorial agencies to determine systems needs, establish systems requirements and design or procure cost-effective, integrated information, operations and management systems.

Background: American businesses have made enormous progress in developing Automated Data Processing (ADP) systems which enable them to gain mastery of large amounts of information. From a single terminal it is possible to find out the latest stock quotes, make airline reservations and review the latest news summaries. These same capabilities and concepts must be applied to the diverse, complex, and often sensitive information handling problems criminal justice agencies face in dealing with the drug problem.

Some law enforcement and prosecutorial agencies have made considerable financial commitments to automate their information gathering and processing, and have developed advanced systems to process the increasingly large amounts of information developed. However, in many agencies, ADP has not competed well against other priorities for resources. To some extent a lack of broad technical expertise has limited the ability of agencies to determine the appropriate financial and other commitment to and use of ADP. Moreover, for a variety of reasons, there has not been the expected degree of "technology transfer" among agencies.

Program Description: This project provides technical assistance and training to assist state and local criminal justice agencies with the necessary planning, organizational and analytical steps to implement operational information systems. This project will be especially designed to assist agencies that participate in the Consortium to Assess the Impact of State Drug Control Strategies (see page 32).

This project is designed to reach out to these agencies directly to include the conduct of training sessions, the provision of documentary and on-site technical assistance, the generation and dissemination of guidance documents and the generation and dissemination of generic systems. A comprehensive plan for the project, consistent with the National Drug Control Strategy, will be submitted for BJA approval. It also requires coordination with the computer training laboratories and the search for new and more effective simulation models.

Eligibility and Selection Criteria: A cooperative agreement will be negotiated with the current grantee, SEARCH Group Inc.

Award Period: The award will be for up to 12 months.

Award Amount: Up to \$200,000 will be made available for this program.

Due Date: The application is due at BJA no later than May 19, 1990.

Contact: The Bureau of Justice Assistance, Drug Abuse/Information Systems Branch, (202) 272-4601.

CRIMINAL JUSTICE EXPENDITURE ANALYSIS

Goals/Objectives: The Criminal Justice Expenditure Analysis will provide the Bureau of Justice Assistance (BJA) and the states with the most recent and complete information concerning that portion of the states' Formula Grant funds that must be passed through to local units of government in accordance with the Drug Control and System Improvement Formula Grant Program of the Anti-Drug Abuse Act of 1988, Sec 506 (b)(1).

Background: Formula Grant funds awarded to a state are subawarded to state agencies and units of local government to carry out programs and projects contained in an approved application. Each state shall distribute to its local units of government, in the aggregate, a portion of the state's Formula Grant funds equal to the local government's share of total state and local criminal justice expenditures (variable pass-through).

Project Description: To promote greater efficiency in delivery of Federal assistance and to utilize expertise for the benefit of state and local units of government, the Bureau of Justice Statistics (BJS),

which provides BJA with variable pass through information, will coordinate with the U. S. Bureau of the Census to analyze criminal justice expenditures to update the pass-through figures.

Eligibility and Selection Criteria: Not applicable.

Award Period: This project will be run through FY 1990.

Award Amount: Up to \$200,000 will be available for this program.

Due Date: Not applicable.

Contact: The Bureau of Justice Assistance, Policy Development and Management Division, (202) 724-5974.

DRUG DATA CENTER AND CLEARINGHOUSE

Goals/Objectives: The Drug Data Clearinghouse provides direct assistance to local, state and Federal anti-drug efforts, through the identification, collection and analysis of drug-crime information necessary for strategic and tactical planning.

Background: This program, begun in October, 1987, will continue BJA support of the Drug Data Center and Clearinghouse effort, to meet the needs of the criminal justice system for credible, accessible and directly useful data on drugs, the drug-crime relationship and its implications for criminal justice policy and programs. While data are gathered by a number of Federal agencies, they are seldom consolidated and made available in a form directly useful to criminal justice agencies. The intent is to inform Federal and state drug efforts with a clear baseline from which to assess their impact.

Program Description: To promote greater efficiency in delivery of Federal assistance and to utilize expertise for the benefit of state and local units of government, the Bureau of Justice Statistics (BJS), will enter into a collaborative agreement with BJA. Under an existing collaborative agreement, BJS has taken the steps necessary to: develop a pointer system which will identify existing sources for drug information; collect drug information relevant to criminal justice, which is not being collected; analyze and present drug information in a form directly useful to criminal justice policy makers and practitioners; and assess the quality of available drug information. The

Data Center grantee for BJS is the Research Triangle Institute (RTI) in North Carolina, and the clearinghouse grantee for BJS is Aspen Systems Corporation in Rockville, Maryland. The Data Center and Clearinghouse provides a toll free telephone number for direct access; gathers and analyzes information being collected as a part of the Federal drug effort; coordinates with other information gathering efforts; and publishes appropriate documents, including the forthcoming Report to the Nation on Drugs and Crime. The Center and Clearinghouse is a central source of data from diverse Federal, state, and local agencies as well as from the private sector.

Eligibility and Selection Criteria: Not applicable.

Award Period: This program will be for 12 months.

Award Amount: Up to \$750,000 will be available for this program.

Due Date: Not applicable.

Contact: The Bureau of Justice Statistics, (202) 724-7765.

Demand Reduction

DRUG ABUSE RESISTANCE EDUCATION (DARE) PROGRAM REGIONAL TRAINING CENTERS

Goals/Objectives: The goal of the DARE Training Centers is to eliminate drug use among youth by providing quality training for police officers who teach drug use resistance education to students in elementary, junior and senior high schools and to implement training for police officers who will teach special education. The special education initiative will include training for learning disabled and hearing impaired students.

Background: The Drug Abuse Resistance Education (DARE) Program is a police officer-led, semester long series of classroom instruction that teaches children how to resist peer pressures to experiment with drugs. DARE also teaches children about the penalties that society will impose for drug use. Qualified, uniformed, full-time veteran police officers, after proper training, teach drug use education to students in classrooms, grades K-12. DARE gives children skills to recognize and resist the subtle and overt pressures that cause them to experiment with drugs and alcohol.

In FY 1989, five DARE Regional Training Centers were funded to provide cost-effective, specialized training for police officers who teach drug use resistance education, and for police officers who work with and train other police as Instructors/Mentors. Training is provided in several training seminars, specifically; Initial DARE Officer Training Seminars, In-service Training Seminars and Mentor Officer Training.

During the FY 1989 project period, DARE was either implemented or continued in 49 states within the United States and the District of Columbia. Several foreign countries were provided training for officers to teach DARE. DARE instruction is now provided in Australia, Canada, New Zealand and in the Department of Defense schools worldwide. Approximately 3,000,000 will receive DARE training during the 1989-90 school year.

Program Description: The FY 1990 DARE training for police officers who teach drug use resistance education in public, private and parochial schools throughout the world will be continued.

Training will also be provided for officers who teach in grades K-12 and for officers who will teach students with learning disabilities and are hearing impaired. The DARE Regional Training Centers which are selected for awards will provide on-site and documentary technical assistance, program information and services for agencies and schools implementing new DARE programs. DARE Training Centers will be regionally located to provide easy access and cost-effective training for police officers who are selected for training.

Eligibility and Selection Criteria: The following existing DARE Regional Training Centers will be funded: Arizona Department of Public Safety; Illinois State Police Academy; Los Angeles Police Department; North Carolina State Bureau of Investigation; and the Virginia State Police Department.

Award Period: The award period will be for 12 months.

Award Amount: Up to \$750,000 will be available for this program.

Due Date: Applications must be postmarked no later than April 30, 1990.

Contact: The Bureau of Justice Assistance, Drug Abuse/Information System Branch, (202) 272-4601.

DEVELOP AND DEMONSTRATE MODEL PARENT COMPONENT OF THE DARE PROGRAM

Goals/Objectives: The goals of this program are:

- o To help prevent drug use in our homes and communities
- o To help strengthen the DARE ideals taught to students in the school-based DARE program
- o To help parents acquire the information and skills necessary to strengthen these concepts in the home and community environment
- o To enhance and help develop community awareness of the drug problem
- o To make families aware of the kinds of peer pressures they, as well as their children, may face to take drugs and to help them acquire the necessary skills to resist those pressures successfully

This is a parent training project with the following objectives:

- o To practice communication and listening skills for families, including self-esteem building and resistance skills
- o To help parents understand the scope of the drug problem among youth
- o To identify attitudes about the use of alcohol and other drugs including risk-taking behaviors and consequences
- o To help parents learn basic drug information including the categories and the effects of drugs
- o To evaluate the impact of the media
- o To help parents understand the overall drug picture as it relates to the community as a whole, while identifying community resources and referrals

Background: Parents have the primary responsibility to educate their children, yet little attention has been given to the family's role in drug use prevention. Parent training is one promising way to promote

family unity in the fight against drugs. Parent training can produce effective ways of preventing or ameliorating other problems, including behaviors that are correlated and may be causally linked to substance use/abuse.

The training of parents in drug prevention is an area in which parents and law enforcement have had very little exposure, but which is very important in combatting drug use among our youth.

Program Description: This project will provide resources for implementation of a parent training program, to be taught by DARE Officers, which will assist in combatting drug use among youth in the nation. A series of lessons based on social skills strategies will be taught to parents by the local DARE Officer trained and experienced in drug prevention. The lessons are designed to help make parents more aware of the social conditions and peer influences that act on our children's lives and affect their decision-making skills. They are designed to educate parents to help their children avoid drug use.

Eligibility and Selection Criteria: The North Carolina State Bureau of Investigation and the Illinois State Police Academy DARE Regional Training Centers will be considered for awards.

Award Period: These awards will be for a period of 12 to 15 months.

Award Amount: Up to \$250,000 will be available for this program.

Due Date: Applications must be postmarked by no later than April 30, 1990.

Contact: The Bureau of Justice Assistance, Drug Abuse/Information Systems Branch, (202) 272-4601.

NATIONAL NIGHT OUT

Goals/Objectives: The goal of the National Night Out Program is to reduce crime and the demand for drugs, and to build safer and stronger neighborhoods through coalition and partnership building among law enforcement, public and private agencies and citizens.

Background: National Night Out is the culmination of a year-long effort of coalition and partnership building that promotes both crime and drug abuse prevention activities. First launched in 1984 by the National Association of Town Watch, a total of 400 communities from 23 states participated in community building and crime watch activities. Since that time, the initiative has continued to grow and flourish in both large and small communities across the United States and throughout the world. The sixth annual National Night Out, which was celebrated on August 8, 1989, involved 20.2 million people, who coordinated crime and drug prevention activities with local law enforcement in 7,560 communities from all 50 states, U. S. territories, five Canadian cities, and U.S. military bases around the world.

Program Description: Through a cooperative agreement with BJA, the National Association of Town Watch, Inc., will

- o Administer the day to day activities of National Night Out
- o Continue to heighten crime prevention and drug prevention awareness
- o Provide technical assistance to communities
- o Generate support for, and participate in local and national anti-crime efforts

- o Strengthen neighborhood and community-wide spirit in the Crime Prevention Coalition and the National Citizens Crime Prevention Campaign
- o Promote the building of partnerships among criminal justice agencies, public and private agencies, and community organizations
- o Send a message to criminals to let them know that communities and neighborhoods are organized and will not tolerate crime and drug abuse

Eligibility And Selection Criteria: A cooperative agreement will be negotiated with the National Association of Town Watch, Inc.

Award Period: This project will be funded for a 12 month period.

Award Amount: Up to \$100,000 will be made available for this program.

Due Date: The application must be postmarked by May 18, 1990.

Contact: The Bureau of Justice Assistance, Community Crime Prevention Programs Division, at (202) 724-8374.

DEMAND REDUCTION MODEL DEVELOPMENT AND TECHNICAL ASSISTANCE

Goals/Objectives: This program is designed to provide for model assessment, documentation and demonstration of community involvement strategies and concepts that target demand reduction. An extensive technical assistance and training effort will be built around this program in order to promote community-wide involvement in demand reduction strategies, techniques and model development.

Background: Crime prevention policy research indicates the "critical role that citizens must play in co-producing community safety and improving the quality of life in neighborhoods." The efforts and resources available to law enforcement and governmental agencies are not sufficient to reverse the trends in crime and drugs and their debilitating effects. Interdependence and shared responsibility among citizens, the family, the workplace, schools, churches and governmental agencies will achieve more positive results in the war on drugs and crime. In order to be effective, community involvement, coalition building and positive citizen mobilization must be addressed as a viable resource to assist in these efforts.

Program Description: This program is designed to assess, document and demonstrate programs which encourage the active participation of the community, including businesses, the family, the workplace and social organizations, working jointly with law enforcement, to reduce the demand for drugs and improve the quality of life in local communities. Technical assistance and training alone may be sufficient for some communities to achieve the objectives of this program. This program will include key elements such as:

- o Assessment and documentation of successful community involvement strategies targeting drug demand reduction
- o Demonstration of community involvement projects and concepts addressing drug problems and issues
- o Demand reduction training for teams of community and law enforcement representatives
- o Technical assistance for community involvement projects focusing on demand reduction

Eligibility and Selection Criteria: A cooperative agreement will be negotiated with the National Crime Prevention Council.

Award Period: The cooperative agreement will be for a period of 12 months.

Award Amount: Up to \$1,000,000 will be available for this program.

Due Date: The application must be postmarked by May 18, 1990.

Contact: The Bureau of Justice Assistance, Community Crime Prevention Programs Division, (202) 724-8374.

CONGRESS OF NATIONAL BLACK CHURCHES

ANTI-DRUG ABUSE PROGRAM

Goals/Objectives: The objectives of this program are to:

- o Summon, focus and coordinate the leadership of the black church in cooperation with the Department of Justice, other Federal agencies and organizations in support of a unified message and a structural plan to enable and assist high risk target communities to more effectively combat the problems of drug abuse and drug-related crime
- o Use the leadership authority of key ministers in each target community, in conjunction with local mayors, to forge a community-wide task force consisting of organizations, institutions, agencies, service providers and other prominent citizens to support the plan and specifically tailored strategies aimed at reducing the supply and demand for drugs and the crime associated with that demand
- o Mobilize groups of community residents through developmental forums to plan, review, refine and participate in implementing these specific strategies and to evaluate the appropriateness, utility and impact of assisting families and individuals in coping with the crises created by drug abuse and drug crime
- o Create a national communications network between these target communities to allow for the exchange of information and comparison of results regarding the effectiveness of various strategies, and to form a more uniform consciousness of collective action in the fight against drug abuse and drug crime

Background: Drug abuse and its attendant drug crime, which has been increasing at an alarming rate in recent years, has manifested itself extensively within black communities. There is a need to address capacity building within those communities to enable community involvement in fighting the challenge of drug crime from the perspectives of both supply and demand.

Program Description: This program will increase awareness within the black community of the dangers of drug abuse and drug crime. It enlists the active

participation of the community in combatting illegal drugs from both the supply and the demand sides by utilizing the structure and influence of black churches to organize the community in high drug crime areas of target cities. Within the black community, the church, and its leadership has proved to be a primary galvanizing agent in motivating the community to act, and sustaining that motivation. The black churches in target cities can be used as a structure to organize community involvement with traditional criminal justice agencies and other service providers to have a positive impact on reducing drug abuse and drug crime.

This is the third and final phase of a projected 30 month effort by the Congress of National Black Churches to implement a community capacity building and mobilization program within target cities, to address the issues and problems of drug abuse within the black community, and to develop strategies for action programs within those cities. The local black churches of the target communities will serve as the catalyst for project implementation.

Eligibility and Selection Criteria: An award will be negotiated with the Congress of National Black Churches.

Award Period: The project period will be 12 months.

Award Amount: Up to \$150,000 will be available for this program.

Due Date: The application must be postmarked by April 30, 1990.

Contact: The Bureau of Justice Assistance, Law Enforcement Branch, at (202) 272-4605.

NATIONAL CITIZENS CRIME PREVENTION CAMPAIGN

Goals/Objectives: This program will continue support for the National Citizens Crime Prevention Campaign which features McGruff, the Crime Dog, the nationally recognized symbol for crime prevention and his "Take A Bite Out of Crime" slogan. The goals of this program are: to teach the public crime and drug prevention behaviors; to help build safer, more caring communities; to motivate citizens to take positive actions to protect themselves, their family and community; and, to create an environment hostile to crime and drug activity.

In order to achieve this goal, the Campaign is working to:

- o Change unwarranted feelings and attitudes about crime, drug use and the criminal justice system
- o Generate an individual and community sense of responsibility for crime and drug prevention
- o Initiate individual and community action toward preventing crime and drug use
- o Mobilize existing resources for crime and drug prevention efforts
- o Enhance existing crime and drug prevention programs and projects
- o Develop organizational capacities to implement crime and drug prevention programs

Background: American families are affected on a daily basis by crime and illicit drugs. Because of this, various types of prevention programs and initiatives are being implemented by Federal, state and local levels of government, national and community organizations, businesses, churches, civic organizations, schools and individual citizens. The National Citizens Crime Prevention Campaign has been instrumental in initiating and stimulating much of the current crime and drug prevention activity.

The National Crime Prevention Council (NCPC) provides Secretariat services to the Crime Prevention Coalition and coordinates day-to-day activities of the National Citizens Crime Prevention Campaign. As a non-profit tax exempt organization, that provides a wide array of services in support of the McGruff Campaign, NCPC: oversees the public service advertising campaign; produces books, kits of camera ready materials, informational papers and posters; provides an information clearinghouse and referral service through its Computerized Information Center and the Resource Library; conducts training for

civilian and law enforcement crime prevention practitioners both through national workshops and workshops co-sponsored with state organizations and associations; holds policy roundtables and policy-related symposia; provides technical assistance to state and local law enforcement, crime prevention organizations and citizen groups; and coordinates national demonstration projects in crime and drug prevention.

Program Description: The National Citizens Crime Prevention Campaign will continue to:

- o Utilize the 128 member Crime Prevention Coalition in guiding the McGruff Campaign and promoting its objectives
- o Produce and air McGruff public service announcements
- o Produce Campaign support materials, from brochures to booklets for citizens and practitioners
- o Provide technical assistance and training in crime and drug prevention to law enforcement personnel, civilian practitioners, community organizations and youth
- o Broaden information sharing via the Computerized Information Center and the Resource Library
- o Launch crime and drug prevention program initiatives to assist law enforcement, communities, businesses, parents and youth
- o Initiate new demonstration strategies in the area of drug abuse prevention

Eligibility and Selection Criteria: A cooperative agreement will be negotiated with the National Crime Prevention Council.

Award Period: This supplemental cooperative agreement will be for a period of 12 months.

Award Amount: Up to \$2,700,000 will be available this program.

Due Date: The National Crime Prevention Council will submit an application by June 30, 1990.

Contact: The Bureau of Justice Assistance, Community Crime Prevention Programs Division, (202) 724-8374.

Victims

CHILD PORNOGRAPHY, CHILD PROSTITUTION, AND DRUG ABUSE OUTREACH PROJECT

Goals/Objectives: To provide outreach, rehabilitation and treatment services to victims of sexual exploitation.

Background: The Final Report of the President's Child Safety Partnership gathered information about the nature and extent of violence against children, and specifically highlighted the "streets of Times Square in New York where thousands of runaway children are victimized by addicts and pimps, and by overtly respectable citizens who buy the sexual favors of young boys and girls for the price of a sandwich and a soft drink."

The purpose of this program is to reach out to these victims of criminal sexual exploitation and provide treatment and rehabilitation services. The grantee will also collect information from the target population which will inform and enhance social service and medical treatment of this group.

Program Description: This project provides counseling and other services for runaways and teenage prostitutes. The project will require working with children who are engaged in prostitution and are frequently drug addicted, and will take steps to rehabilitate them and to redirect their lives through counseling, referrals, appropriate living arrangements, and reuniting the children with their families. The services are planned to enable victims to regain control over their lives and prevent regression. In addition to the street activity component of the project

which includes a protocol for recruiting and training volunteers to work with street youth, a training curriculum will be developed to warn youth of the dangers of drug abuse, its consequences and the victimization of young people who seek refuge on the streets of major urban centers. The program will be tested in a large metropolitan area.

Eligibility and Selection Criteria: The current cooperative agreement with Paul and Lisa, Inc. will be supplemented.

Award Period: The ongoing 15 month program, initially funded in FY 88, may be extended by a supplemental award.

Award Amount: Up to \$100,000 will be added to the project to increase the number of street work personnel and to enhance the evaluation and collection of data from the target population.

Due Date: The due date for a supplemental application will be June 30, 1990.

Contact: The Office for Victims of Crime, Special Projects Division, (202) 272-6500.

LAW ENFORCEMENT TRAINING AND TECHNICAL ASSISTANCE TO IMPROVE TREATMENT OF CRIME VICTIMS

Goals/Objectives: To improve the quality of instruction available to law enforcement officials so that they may be better skilled at serving and communicating with crime victims.

Background: The President's Task Force on Victims of Crime in 1982 recommended that "Police departments should develop and implement training programs to ensure that police officers are: (a) sensitive to the needs of victims; and (b) informed, knowledgeable, and supportive of the existing local services and programs for victims." Police officers generally see victims and their families immediately after the crime, when they are most in need of help. The officers' response to these persons often has a major effect on how swiftly and how well the victim recovers. Police officers who respond quickly after the report is made, who listen attentively, and who show understanding of the victim's condition will greatly reassure the victim and help him or her overcome a sense of fear and helplessness. The purpose of this program is to implement the Task Force recommendations for improved law enforcement training which will result in better treatment of crime victims.

Program Description: The grantee will collect and analyze the best law-enforcement training information related to improving the treatment of crime victims for purposes of developing a training curriculum to be adopted by state and local law enforcement training academies. A national seminar will be conducted to introduce the curriculum and focus on how to most effectively train law enforcement officials on topics including victims' response to violent crime and how to improve victim cooperation with criminal justice officials. It is anticipated that the project will consult with, or use, the Law Enforcement Training Network,

a television network that offers training to law enforcement agencies and develops training videos that focus on police responses to crime victims. Videos that might be developed include methods of responding to victims concerns during the course of investigation of various violent crimes, including rape, assault, homicide, robbery and burglary.

Eligibility and Selection Criteria: Applications are invited from public and private agencies and organizations. Applicants must demonstrate that they have prior experience in the design and conduct of projects of a nature similar to that for which they are applying.

Applicants must also demonstrate that they have the management capability, fiscal integrity and financial responsibility, including, but not limited to, an acceptable accounting system and internal controls, and compliance with grant fiscal requirements. Applicants who fail to demonstrate that they have the capability to manage this program will be ineligible for funding consideration.

Award Period: The award period will be for 12 months.

Award Amount: Up to \$200,000 will be available for this program.

Due Date: The Request For Proposals will be published in the Federal Register by April 30, 1990.

Contact: The Office for Victims of Crime, Special Projects Division, (202) 272-6500.

NATIONAL VICTIMS RESOURCE CENTER

Goals/Objectives: To continue providing support for the operation of the National Victims Resource Center (NVRC), a national clearinghouse which provides crime victim-related information to practitioners, policymakers, researchers, and crime victims.

Background: BJA has provided support for the collection and maintenance of information developed by grantees funded under the Victims of Crime Act of 1984 and publications related to crime victims issues.

Program Description: NVRC collects, maintains, and disseminates information about national/state/local victims-related organizations, and also state programs that receive funds authorized by the Victims of Crime Act. NVRC is a component of the National Criminal Justice Reference Service (NCJRS).

Eligibility and Selection Criteria: The NCJRS contract presently is acquired by a competitive process managed by the National Institute of Justice on behalf of the member agencies of the Office of Justice Programs. The award for NVRC will be a part of the acquisition of the parent contract.

Award Period: Program funding will be for a 12-month award.

Award Amount: Up to \$200,000 will be available for this contract.

Due Date: The date of the award will be dependent upon the completion of the contract process with NCJRS.

Contact: The Office for Victims of Crime, Special Projects Division, (202) 272-6500.

LEGAL REMEDIES FOR CRIME VICTIMS AGAINST PERPETRATORS--BASIC PRINCIPLES

Goals/Objectives: To train non-lawyer victim service providers and practitioners to assist violent crime victims in: (1) understanding their legal rights and remedies against perpetrators; and (2) determining how and when to obtain qualified legal assistance in appropriate cases.

Background: The commission of a crime detrimental to an individual is generally sufficient cause of action against the perpetrator. Also, a conviction is usually sufficient to support the success of a civil action brought to court on behalf of a crime victim. Additionally, civil litigation is a means by which justice is achieved and compensation for loss of property or the cost of medical treatment is obtained by the victim. This program will provide a clear explanation of the civil litigation process to crime victims and help place civil litigation within their grasp.

Program Description: The project will provide accurate, up-to-date information to victims about their legal remedies; inform victims that civil litigation may be an effective remedy in certain circumstances; and guide victims in determining how and when to obtain legal representation. A manual will be drafted which will describe in non-technical, easy-to-comprehend language the basic legal principles involved in victim versus perpetrator cases with major emphasis on: (1) how victims can collect from perpetrators; (2) when a valid case warrants consulting an attorney; (3) what legal principles apply and what remedies should be sought; (4) highlights and pitfalls in potential cases.

Eligibility and Selection Criteria: Applications are invited from public and private agencies and organizations and individuals. Applications will be accepted from for-profit agencies as long as they agree to waive their profit fee and accept only actual allowable costs.

Applicants must demonstrate that they have prior experience in the design and conduct of project of a nature similar to that for which they are applying including ready access to relevant case law, experience with crime victim issues and published work dealing with civil litigation.

Applicants must also demonstrate that they have the management capability, fiscal integrity and financial responsibility, including, but not limited to, an acceptable accounting system and internal controls, and compliance with grant fiscal requirements. Applicants who fail to demonstrate that they have the capability to manage this program will be ineligible for funding consideration.

Award Period: The award will be for a 12 month period.

Award Amount: Up to \$80,000 will be available for this program.

Due Date: The Request For Proposals will be published in the Federal Register by April 30, 1990.

Contact: The Office for Victims of Crimes, Special Projects Division, (202) 724-5983.

TECHNICAL ASSISTANCE AND TRAINING PROJECT FOR VICTIMS OF DRUG-RELATED CRIME

Goals/Objectives: To enhance the capability of victim service organizations to treat victims of drug related crime.

Background: One of the great tragic consequences of widespread drug abuse in the nation today is the impact on victims of drug related crime. As emphasized in the "National Drug Control Strategy," drug dealers harass, intimidate, and assault pedestrians. They entice and coerce children to join their ranks. Crack houses accelerate the deterioration of already rundown residential blocks. Parks and public spaces have become havens for illicit activity. In such neighborhoods, drugs are sold freely and openly and buyers fear no criminal sanction. Residents are left alone with the task of protecting their lives and property, while trying to keep their children away from a life of drug use. The purpose of this program activity is to enhance the ability of victim service organizations to assist victims of drug related crime and thereby improve the lives of those living in high drug crime neighborhoods.

Program Description: The grantee will develop a training and technical assistance program for use by victim assistance organizations in the delivery of services to victims of drug related crimes. The project will require the development of a training manual. The manual will be developed with the participation of law enforcement and victim assistance organizations with special interest and expertise in this area. The manual will promote increased cooperation between law enforcement, victims service providers and community leaders in order to better respond to the needs of victims of drug related crime. The manual will be tested in at least two sites which have high drug related crime rates.

Eligibility and Selection Criteria: Applications are invited from public and private agencies and organizations. Applicants must demonstrate that they have prior experience in the design and conduct of projects of a nature similar to that for which they are applying.

Applicants must also demonstrate that they have the management capability, fiscal integrity and financial responsibility, including, but not limited to, an acceptable accounting system and internal controls, and compliance with grant fiscal requirements. Applicants who fail to demonstrate that they have the capability to manage this program will be ineligible for funding consideration.

Award Period: The award period will be for 12 months.

Award Amount: Up to \$70,000 will be awarded for this program.

Due Date: The Request For Proposals will be published in the Federal Register by April 30, 1990.

Contact Person: The Office for Victims of Crime, Special Projects Division, (202) 272-6500.

CORRECTIONS-BASED VICTIMS ASSISTANCE PROJECT

Goals/Objectives: To improve the correctional system's response to the needs and rights of crime victims.

Background: The 1982 President's Task Force on Victims of Crime recognized that the treatment of crime victims should be improved at all points in the criminal justice process even after conviction, sentencing, and incarceration. Victim notification and participation in parole hearings were recognized as important and positive steps that affect the way victims feel about the criminal justice system. The American Correctional Association (ACA) Task Force on Crime Victims has made 15 recommendations for the improvement of the treatment of crime victims from a corrections perspective. The recommendations fall within four major areas: (1) recommendations that involve direct services to victims; (2) recommendations that call for the development of victim assistance programs for correctional staff; (3) recommendations that involve training; and (4) recommendations that involve offender-directed programs. The purpose of this program is to implement the President's and the ACA's Task Force recommendations for the treatment of crime victims by the correctional system.

Program Description: The grantee will develop a protocol for establishing and operating corrections-based victim assistance programs. It will address release notification information and release processes, establish procedures to assist crime victims in recovering court-ordered restitution, and implement recommendations of the American Correctional Association Task Force on Crime Victims and the President's Task Force on Victims of Crime. A training curriculum on victims issues will be developed and tested that instructs correctional programs on how to provide needed protections and information to crime victims. This protocol and curriculum will be used to provide technical assistance to state correctional systems.

Eligibility and Selection Criteria: Applications are invited from public and private agencies and organizations which have particular expertise with corrections operations and an understanding of victims services in corrections.

Applicants must demonstrate that they have prior experience in the design and conduct of project of a nature similar to that for which they are applying.

Applicants must also demonstrate that they have the management capability, fiscal integrity and financial responsibility, including, but not limited to, an acceptable accounting system and internal controls, and compliance with grant fiscal requirements. Applicants who fail to demonstrate that they have the capability to manage this program will be ineligible for funding consideration.

Award Period: The award period will be for 12 months.

Award Amount: Up to \$150,000 will be available for this program.

Due Date: The Request For Proposals will be published in the Federal Register by April 30, 1990.

Contact: The Office for Victims of Crime, Special Projects Division, (202) 272-6500.

ACADEMIC CURRICULUM ON VICTIMS OF CRIME

Goals/Objectives: To promote recognition and understanding of victim rights and issues in academic and professional training.

Background: The President's Task Force on Victims of Crime in 1982 recommended that "Educators should develop and provide courses on the problems, needs, and legal interests of victims of crime." One-third of American households are affected by crime each year. Although significant criminal justice reforms have resulted in improved treatment of crime victims in the 1980's and victim assistance services have become more available, this has had little effect upon institutions of higher education. Only rarely do courses in law, social work, criminal justice, health and mental health teach anything about the impact of violent crime and the needs of crime victims. The purpose of this program is to form a foundation for curriculum development to remedy the dearth of instruction available in colleges, universities and professional schools concerning victims of crime.

Program Description: A survey will be designed to assess the current status of curricula and course-work related to victims issues. A symposium will be convened to develop guidelines for the development a curriculum for criminal justice system professionals and victims service providers concerning victims rights and issues. The curriculum will be targeted for undergraduate and graduate programs within institutions of higher education. Emphasis will be given to the importance of victims rights, the scope of victims needs, and the extent to which victimizations are the result of illegal drug use and drug related crimes. A report with recommendations for the curriculum development will be the primary product of this effort.

Eligibility and Selection Criteria: Further information regarding this program will be available at a later date.

Project Period: It is anticipated that this program will be completed within 12 months.

Award Amount: Up to \$50,000 will be available.

Due Date: Further information regarding this program will be available at a later date.

Contact: The Office for Victims of Crime, Special Projects Division, (202) 272-6500.

OFFENDER SUPERVISION AND VICTIM RESTITUTION PROJECT

Goals/Objectives: To improve the response of probation and parole personnel to the needs of crime victims with emphasis upon the management of restitution.

Background: Crime exacts a tremendous economic cost. In the vast majority of cases it is the victim, not the offender, who eventually shoulders this burden. This is unjust. The concept of personal accountability for the consequences of one's conduct, and the allied notion that the person who causes the damage should bear the cost, are at the heart of civil law. It should be no less true in criminal law. For these reasons this program's purpose is to train probation and parole personnel to better serve crime victims, placing emphasis upon assessing the impact of crime upon victims and the management of restitution.

Program Description: The project will collect and analyze information on existing probation and parole supervision practices related to protecting victims and providing victim services (including restitution) for purposes of developing a model curriculum and incorporating it into actual case management systems through training. Probation and parole officials are in a unique position to: (a) assess the psychological, physical and economic impact of crime upon victims and provide this information to the courts; (b) monitor and supervise offender compliance with restitution requirements; and (c) notify victims of changes in offender status. The promotion of restitution as part of a criminal sanction, the enforcement of notification requirements and the provision of a viable enforcement mechanism will enhance the image and operations of probation and parole practices, while serving the needs of victims.

Eligibility and Selection Criteria: Applications are invited from public and private agencies and organizations with expertise in the organization and operation of parole and probation programs and current impediments to effective implementation of restitution and other victim services.

Applicants must demonstrate that they have prior experience in the design and conduct of project of a nature similar to that for which they are applying.

Applicants must also demonstrate that they have the management capability, fiscal integrity and financial responsibility, including, but not limited to, an acceptable accounting system and internal controls, and compliance with grant fiscal requirements. Applicants who fail to demonstrate that they have the capability to manage this program will be ineligible for funding consideration.

Award Period: The award period will be for 12 months.

Award Amount: Up to \$150,000 will be available for this program.

Due Date: The Request For Proposals will be published in the Federal Register by April 30, 1990.

Contact: The Office for Victims of Crime, Special Projects Division, (202) 272-6500.

Other

PRISON AND JAIL INDUSTRIES DEVELOPMENT, IMPLEMENTATION AND EXPANSION

I. Private Sector/Prison Industry Enhancement (PIE) Certification Program

Goals/Objectives: This program will provide technical assistance and training to agencies and organizations, including selected certified agencies and applicants of the Prison Industry Enhancement Certification Program, consistent with program requirements for participation. Objectives of the program include increasing the availability of prison-made goods in interstate commerce and to government agencies.

Background: 18 U. S. C. 1761 implements the Prison Industry Enhancement Program originally authorized within the Justice System Improvement Act of 1979 and extended under the Justice Assistance Act of 1984 (P. L. 98-473). The Program provides exemption from Federal constraints on the marketability of non-Federal prison-made goods by permitting the sale of these products in interstate commerce (18 U. S. C. 1761(a), the Summers-Ashurst Act, 1948), and to the Federal Government (41 U. S. C. 35(d), the Walsh-Healey Act, 1936). By law, up to 20 non-Federal prison industry projects may be certified for this exemption when their operation has been determined by the Director of the Bureau of Justice Assistance to meet statutory and guideline requirements.

The certified projects are designed to place inmates in a realistic working and training environment enabling them to acquire marketable skills, thus potentially increasing the possibilities for successful rehabilitation and the chances for meaningful employment upon release; tensions are reduced in participating institutions as idleness decreases; project workers alleviate some of the costs of incarceration by paying room and board, family support and taxes; and victims of crime are compensated for their loss.

Program Description: This program will provide the necessary resources, leadership, management and coordination of training and technical assistance delivery to support the Private Sector/Prison Industry Enhancement (PIE) Certification Program or to meet similar identified prison or jail industry needs. The

program is designed primarily to assist certified agencies, designated prison industry operations, and agencies interested in seeking certification. Eligible recipients include state or county correctional agencies authorized to administer private sector/prison industry programs, emphasizing those involved in the planning, development and management of Private Sector/Prison Industry Enhancement Certification Projects.

PIE Certification requires that state and local units of government comply with the following conditions: statutory authority to administer prison industry program; contributions to victims compensation or victim assistance programs; consultation with organized labor; consultation with local private industry; payment of prevailing wages; free worker displacement; voluntary participation; worker compensation; and private sector involvement.

A system of technical assistance services must be developed by the applicant which provides for the establishment of assistance strategies for:

- o Provision of consultation and advice assistance
- o Monitoring
- o Reviewing, evaluating, and disseminating documentation
- o Preparing original documentation
- o Special assignments and evaluations
- o Administrative reporting
- o Training related to the conduct of the Prison Industry Enhancement Certification Program

The cooperative agreement shall provide for the use of expert personnel from previously certified projects who have demonstrated skill in achieving administrative, correctional and business objectives. These experienced prison industry officials will provide technical assistance to upgrade other project

management systems. Depending on demands by State and local governments, at least 20 on-site technical assistance visits are anticipated. In addition, the applicant shall provide for special projects at the direction of BJA.

Eligibility and Selection Criteria: A cooperative agreement will be negotiated with the American Correctional Association.

Award Period: One cooperative Agreement will be funded for 12 months.

Award Amount: Up to \$100,000 will be available for this project.

Due Date: The continuation application must be postmarked by May 1, 1990.

Contact: The Bureau of Justice Assistance, Special Programs Division, (202) 724-8374.

2. Jail Industries Development - A Targeted Technical Assistance Project

Goals/Objectives: This project will promote interest in jail industries opportunities, provide technical assistance and training to local jails and jail systems interested in developing industry programs. This project will also provide a vehicle for three Department of Justice Agencies to coordinate their activities and concentrate their resources.

Background: The Bureau of Justice Assistance (BJA) and the National Institute of Justice (NIJ) have supported the expansion of inmate work programs. NIJ has spent over \$150,000 for development efforts to date and has committed another \$75,000 for regional training workshops later this year.

The National Institute of Corrections (NIC) has participated in prior NIJ programs. Recently, NIC approved new activities for jail industries following a variety of individual technical assistance efforts and grants associated with jail industries. In recent years NIJ and BJA have been involved with a variety of jail industry efforts.

As a result of these programs, several new resources may be released by May 1990, including a comprehensive Jail Industries Operations Resource Manual, a concise Jail Industries Development Workbook, and a brief "Research in Action" document that will be widely distributed this year. These materials will be presented through a series of presentations to national organizations and through intensive skills development workshops that will focus on new jail industry pilot programs.

This targeted technical assistance program will be a vehicle to continue joint efforts and will help to coordinate all three agencies in their future efforts.

Program Description: This project provides the necessary resources, leadership, management and coordination to support continued development of local jail industries programs and to expand Department of Justice efforts in this area. This project will provide services to counties that are interested in both private sector and public sector industries programs, acknowledging that counties in more than 20 states may be ineligible to implement private sector programs because of restrictions imposed by state law. Eligible recipients are city or county jails or correctional agencies, and regional or state jails who are interested in developing, expanding or improving jail industries programs.

To promote greater efficiency in delivery of Federal assistance and to utilize expertise for the benefit of state and local units of government, BJA, NIJ, and NIC will collaborate and provide distinct components of the targeted technical assistance program. Activities to be funded include:

- o Develop and disseminate information, resource materials and promotional materials
- o Provide presentations and programs
- o Expand skills training for program developers, managers and staff
- o Convene annual conference to provide training, support and networking
- o Continue to develop a national "jail industries network" and to support several programs that serve as resource centers
- o Offer technical assistance to address special problems and needs
- o Offer on-site technical assistance to explain programs to local governments and communities
- o Sponsor site visits, allowing interested officials to visit operating programs

The program shall provide for the use of expert personnel from industry projects.

Award Period: The terms of the collaborative effort between BJA, NIJ and NIC will be negotiated by May 15, 1990.

Award Amount: Up to \$150,000 is available for this program.

Contact: The Bureau of Justice Assistance, Special Programs Division, (202) 724-8374.

STATE DRUG CONTROL DIRECTORS CONFERENCE

Goals/Objectives: The goal of the State Drug Control Directors Conference is to encourage implementation of the national strategy at the state and local levels.

Background: President Bush announced the National Drug Control Strategy, which provided a national policy aimed at the problems posed by illegal drugs. It made recommendations for new direction and effort in drug enforcement, prevention and treatment at the Federal, state and local levels.

Program Description: This program will assist the Office of National Drug Control Policy in sponsoring a national drug control policy conference in May 1990, designed to encourage greater participation by state and local units of government in the implementation of the Strategy. Drug control officials from the state and local levels will be invited to participate in the conference.

Eligibility and Selection Criteria: An interagency agreement will be negotiated with the Office of National Drug Control Policy.

Award Period: The award period will be negotiated.

Award Amount: Up to \$100,000 will be available for this program.

Due Date: Not applicable.

Contact: The Bureau of Justice Assistance, Policy Development and Management Division, (202) 724-5974.

Appendix A

List of State Offices

**STATE OFFICES ADMINISTERING THE
DRUG CONTROL & SYSTEM IMPROVEMENT
FORMULA GRANT PROGRAM
OF THE
ANTI-DRUG ABUSE ACT OF 1988**

NOTE: Unless noted, the same State Office administers the Block Grant Program authorized by the Justice Assistance Act of 1984 (JAA) and the Formula Grant Programs authorized by the Anti-Drug Abuse Act of 1986 (DLE) and 1988.

Alabama

Charles Swindall, Division Chief
Alabama State Department of
Economics and Community Affairs
Law Enforcement Planning Division
3465 Norman Bridge Road
P.O. Box 2939
Montgomery, Alabama 36105-0939
205/261-5891
Contact: Douglas Miller

Alaska

Lt. Thomas T. Stearns, Chief
The Bureau of Drug Enforcement
P.O. Box 190027
Anchorage, Alaska 99507
Contact: James Messick
907/243-2298 or 8916

Arizona

Richard M. Romley, Chairman
Arizona Criminal Justice Commission
1700 N 7th Ave., Suite 250
Phoenix, Arizona 85007
602/255-1928
Contacts: Rex M. Holgerson
Interim Director
Sheila Johns(JAA) 223-2633

Arkansas

Jerry Duran, Administrator
Office of Intergovernmental Services
Department of Finance and Administration
1515 Building, Suite 412
P.O. Box 3278
Little Rock, Arkansas 72201
501/682-1074
Contact: Gordon Burton

California

G. Albert Howenstein, Jr.
Executive Director
Office of Criminal Justice Planning
1130 K Street, Suite 300
Sacramento, California 95814
916/324-9140
Contact: Judy O'Neal, Chief
Anti-Drug Abuse Branch
916/323-5350

Colorado

Bill Woodward, Director
Division of Criminal Justice
700 Kipling Street, 3rd Floor
Denver, Colorado 80215
303/239-4442
Contacts: John Inmann
Linda Jones (JAA)
303/239-4442

Connecticut

William H. Carbone, Under Secretary
Office of Policy and Management
Justice Planning Division
80 Washington Street
Hartford, Connecticut 06106
203/566-3020
Contacts: Thomas A. Siconolfi
Jack Bates 203/566-3500
Libby Graham (JAA)
203/566-3020

Delaware

Thomas J. Quinn, Executive Director
Criminal Justice Council
Carvel State Office Building
820 North French Street, 4th Floor
Wilmington, Delaware 19801
302/571-3430
Contacts: Jim Kane
Julie Logan, 302/571-3434

District of Columbia

Shirley A. Wilson, Director
Office of Criminal Justice
Plans and Analysis
717 14th Street, N.W., 5th Floor
Washington, D.C. 20005
202/727-6537
Contact: Robert Lester

Florida

John A. Lenaerts, Chief
Bureau of Public Safety Management
The Rhyne Building
2740 Centerview Drive
Tallahassee, Florida 32399
904/488-8016
Contact: Dennis Pritchett,
Clayton Wilder
904/488-8016

Georgia

William D. Kelley, Jr., Director
Criminal Justice Coordinating Council
Suite 200
10 Park Place South
Atlanta, Georgia 30303
404/656-1721
Contacts: George Detinger
Suite 250
Kelli Rackliff (JAA)

Hawaii

The Honorable Warren Price, III
Attorney General
State of Hawaii
426 Queen Street, Room 201
Honolulu, Hawaii 96813
Contacts: Lari Koga, 808/548-3800
Resource Coordination Div.
Linda Chock
Earline Yokoi (JAA)

Idaho

Michael Prentice, Administrator
Division of Administration
Criminal Justice Support Bureau
Idaho Department of Law Enforcement
6111 Clinton Street
Boise, Idaho 83704
208/334-2909
Contact: Cheri Elms, 208/327-7170

Illinois

J. David Coldren, Executive Director
Illinois Criminal Justice
Information Authority
120 S. Riverside Plaza, Suite 1016
Chicago, Illinois 60606
312/793-8550
Contact: Barbara McDonald
312/793-8550

Indiana

Bobby Jay Small, Executive Director
Indiana Criminal Justice Institute
101 W. Ohio Street, Suite 1030
Indianapolis, Indiana 46204
317/232-2360
Contacts: Doug Fowler, 317/232-2561

Iowa

Mary Ellis, Director
Iowa Department of Public Health
Lucas State Office Building
Des Moines, Iowa 50319
515/281-5605
Contact: Martha Krist, Administrator
Marilyn Milbrath
515/281-4518

Kansas

Shelby Smith, Secretary
Department of Administration
Statehouse, Room 265-E
Topeka, Kansas 66612-1590
Contact: Kathleen McMahon
913/296-3011

Kentucky

W. Michael Troop, Secretary
Justice Cabinet
Commonwealth Credit Union Bldg.
417 High Street, 3rd Floor
Frankfort, Kentucky 40601
502/564-7554
Contact: Debra McGovern
502/564-7554
Mark A. Bubenzer

Louisiana

Michael Ranatza, Executive Director
Louisiana Commission on Law
Enforcement 2121 Wooddale Blvd.
Baton Rouge, Louisiana 70806
504/925-4430
Contacts: Ben Garriss, Janice Thompson
504/925-4421
Judy Mouton, 504/925-3513

Maine

John Atwood, Commissioner
Department of Public Safety
State House Station 42
Augusta, Maine 04333
207/289-3801
Contact: David Giampetruzzi
207/289-2788

Maryland

Floyd O. Pond, Executive Director
Office of Justice Assistance
300 E. Joppa Road, Suite 1105
Towson, Maryland 21214
301/321-3521
Contacts: Barbara Alunans
Jerry Strickler

Massachusetts

Mary Lou Szulborski, Executive Dir.
Massachusetts Committee on
Criminal Justice
100 Cambridge St., Room 2100
Boston, Massachusetts 02202
617/727-6300
Contacts: Susan Foster, 617/727-5438
Sue Neufeld
Barbara Loatman (JAA)
617/727-4320

Michigan

Patricia A. Cuza, Director
Office of Criminal Justice
P.O. Box 30026
Lansing, Michigan 48909
517/373-6655
Contact: Ardith DaFoe, 517/373-6982

Mississippi

Roy Thigpen, Director
Division of Public Safety Planning
Department of Public Safety
301 W. Pearl Street
Jackson, Mississippi 39203
601/949-2225
Contacts: Herbert Terry
Joyce Word
601/949-2225
Steven Njemanze (JAA)
601/949-2227

Missouri

Richard C. Rice, Director
Missouri Department of Public Safety
Truman State Office Building
P.O. Box 749
Jefferson City, Missouri 65102-0749
314/751-4905
Contacts: Kenneth Higgins
Marcia Haldiman
Vicki Scott (JAA)

Montana

Ed Hall, Administrator
Montana Board of Crime Control
303 North Roberts, Scott Hart Bldg.
Helena, Montana 59620
406/444-3604

Nebraska

Jim Joneson, Executive Director
Nebraska Commission on Law
Enforcement & Criminal Justice
P.O. Box 94946
Lincoln, Nebraska 68509
402/471-2194
Contact: Nancy Steeves, 402/471-3416

Nevada

Wayne R. Teglia, Director
Department of Motor Vehicles
and Public Safety
555 Wright Way
Carson City, Nevada 89711-0900
702/885-5375
Contact: Mujahid Ramadan
2501 E. Sahara, Suite 304
Las Vegas, Nevada 89158
702/486-4181

New Hampshire

Mark C. Thompson
Director of Administration
Office of the Attorney General
State House Annex
Concord, New Hampshire 03301-6397
603/271-3658
Contact: Mark Briand, 603/271-1297

New Jersey

The Honorable Robert J. DelTufo
Attorney General
Richard Hughes Justice Complex
CN 080
Trenton, New Jersey 08625
609/292-4919
Contact: Theresa M. Martinac
Department of Law and
Public Safety
Office of the Attorney Gen.
CN 081
Trenton, New Jersey 08625
609/292-4478

New Mexico

Robert Kemble, Secretary
Department of Public Safety
P.O. Box 1628
Santa Fe, New Mexico 87504
Contact: Paula Blevins
505/827-3426

New York

John Poklemba, Director
Criminal Justice
New York State Division of
Criminal Justice Services
Executive Park Tower, Stuyvesant
Plaza
Albany, New York 12203-3764
518/485-7911
Contacts: Howard Schwartz, Director
Program Services and
Federal Liaison,
518/485-7919
Margaret Chretien
518/485-7911

North Carolina

Gregg Stahl, Director
Governor's Crime Commission
P.O. Box 27687
Raleigh, North Carolina 27611
919/733-5013
Contacts: Bruce Marshburn,
919/733-4000
Ken Overholt
919/733-5013
Sandy Pearce (JAA)

North Dakota

Mike Quinn, Chief Agent
Administrative Services
Bureau of Criminal Investigation
Attorney General's Office
P.O. Box 1054
Bismarck, North Dakota 58502
701/221-6180
Contact: Linda Llewellyn

Ohio

David G. Schroot, Director
Governor's Office of Criminal
Justice Service
400 East Town Street, Suite 120
Columbus, Ohio 43215
614/466-7782
Contacts: Horst Gienapp (Asst. Dir.)
Georgia Allerdig

Oklahoma

Ted Ritter, Executive Coordinator
District Attorneys Training
Coordination Council
2200 Classen Blvd., Suite 1800
Oklahoma City, Oklahoma 73106-5811
405/521-2349
Contacts: Susan Damron,
Grants Administrator
Kathy Anderson
Assistant Grants Admin.

Oregon

Robert A. Jackson
Criminal Justice Coordinator
Executive Department
155 Cottage Street, N.E.
Salem, Oregon 97310
503/378-4123
Contacts: Harry Edminster
503/378-4123

Pennsylvania

James Thomas, Executive Director
Pennsylvania Commission on
Crime and Delinquency
P.O. Box 1167, Federal Square Station
Harrisburg, Pennsylvania 17108-1167
717/787-2040

Contacts: Richard D. Reeser
717/787-8558
Jim Strader, 717/787-2040
Robert Donovan (JAA)
717/787-8559

Puerto Rico

The Honorable Hector Rivera-Cruz
Attorney General
Department of Justice
Commonwealth of Puerto Rico
P. O. Box 192
San Juan, Puerto Rico 00902
Contact: Astrid Conde-Ramirez
Director, Division of
Planning
Federal Funds & Statistics
809/723-4949

Rhode Island

Mary Parella, Executive Director
Governor's Justice Commission
222 Quaker Lane, Suite 100
Warwick, Rhode Island 02893
Contact: Bill Martin, 401/277-2620

South Carolina

Stan M. McKinney, Director
Division of Public Safety Programs
1205 Pendleton Street
Columbia, South Carolina 29201
803/734-0425
Contacts: Ernie Euler, 803/734-0426
Warren Arthur, 803/734-0380
Burke Fitzpatrick
803/734-0541

South Dakota

Frank D. Brost, Executive Assistant
Office of the Governor
State Capitol
Pierre, South Dakota 57501
605/773-3215
Contacts: Don Brekke
Program Coordinator
605/773-3215

Tennessee

James Hall, Executive Director
State Planning Office
307 John Sevier Building
500 Charlotte Avenue
Nashville, Tennessee 37243-0001
615/741-1676

Contacts: Doug Frady
Roy McKuhen

Texas

Rider Scott, Executive Director
Criminal Justice Division
P.O. Box 12428, Capitol Station
Austin, Texas 78711
Contacts: John Coffel
Georgia Whitehead
512/463-1919
Glenn Brooks (JAA)

Utah

D. Mark Jones, Executive Dir.
Commission on Criminal
and Juvenile Justice
Room 101, State Capitol Building
Salt Lake City, Utah 84114
801/533-7935
Contact: Dave Walsh (JAA)
801/538-1058
Laura Lewis (DLE)
801/538-1031

Vermont

James Walton, Jr., Commissioner
Vermont Department of Public Safety
Waterbury State Complex
103 S. Main Street
Waterbury, Vermont 05676-0850
802/244-8718
Contacts: Major Nick Ruggiero
Lt. Kerry Sleeper

Virginia

Richard N. Harris, Director
Department of Criminal Justice
Services
805 East Broad Street
Richmond, Virginia 23219
804/786-4000
Marty Mait, Dep. Dir., 804/786-7840
Contacts: Joe Marshall,
804/786-1577
Jim Kouten (JAA)
804/786-7299

Virgin Islands

Gaylord Sprauve, Drug Policy Advisor
Virgin Islands Law Enforcement
Planning Commission
116 & 164 Submarine Base
Estate Nisky #6 Southside Quarters
St. Thomas, Virgin Islands 00802
809/774-6406
Contact: Helene Smollett
Deputy Drug Policy Advisor

Washington

Chuck Clarke, Director
Washington State Department
of Community Development
Ninth & Columbia Building, MS/GH-51
Olympia, Washington 98504-4151
206/753-2203
Contacts: Nick Turnbull
Dan Aarthun (JAA)
206/753-0307

West Virginia

James M. Albert, Manager
Criminal Justice and Highway
Safety Office
5790-A MacCorkle Avenue, S.E.
Charleston, West Virginia 25304
304/348-8814
Contact: Melissa Whittington

Wisconsin

Ted Meekma, Executive Director
Wisconsin Office of Justice
Assistance
30 West Mifflin Street
Madison, Wisconsin 53702
608/266-3323
Contact: Nat Robinson, 608/266-7282

Wyoming

C.A. Crofts, Director
Division of Criminal Investigation
316 West 22nd Street
Cheyenne, Wyoming 82002
Contact: Tom Pagel, 307/777-7181

American Samoa

Tuilefano M. Vaela'a
Commissioner
Department of Public Safety
American Samoa Government
P.O. Box 1086
Pago Pago, American Samoa 96799
Contact: Craig Keener
Program Coordinator
011/684/633-1111

Commonwealth, No. Mariana Islands

Eddie C. DeLeon-Guerrero
Executive Director
Criminal Justice Planning Agency
Commonwealth of the Northern
Mariana Islands
Office of the Governor
Saipan, MP 96950
011/670/322-9350

Guam

Peter P. Leon Guerrero, Director
Bureau of Planning
Governor's Office
P. O. Box 2950
Agana, Guam 96910
Contact: Miki Leon Guerrero
011/671/472-8931 (Ext. 405)

Appendix B

Application Forms

APPLICATION FOR FEDERAL ASSISTANCE

1. TYPE OF SUBMISSION: <i>Application</i> <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction <i>Preapplication</i> <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction		2. DATE SUBMITTED		Applicant Identifier																													
		3. DATE RECEIVED BY STATE		State Application Identifier																													
		4. DATE RECEIVED BY FEDERAL AGENCY		Federal Identifier																													
5. APPLICANT INFORMATION																																	
Legal Name:			Organizational Unit:																														
Address (give city, county, state, and zip code):			Name and telephone number of the person to be contacted on matters involving this application (give area code)																														
6. EMPLOYER IDENTIFICATION NUMBER (EIN): <div style="border: 1px solid black; width: 100px; height: 20px; margin: 5px 0;"></div>			7. TYPE OF APPLICANT: (enter appropriate letter in box) <input type="checkbox"/> <table style="width: 100%; border: none;"> <tr> <td>A. State</td> <td>H. Independent School Dist.</td> </tr> <tr> <td>B. County</td> <td>I. State Controlled Institution of Higher Learning</td> </tr> <tr> <td>C. Municipal</td> <td>J. Private University</td> </tr> <tr> <td>D. Township</td> <td>K. Indian Tribe</td> </tr> <tr> <td>E. Interstate</td> <td>L. Individual</td> </tr> <tr> <td>F. Internunicipal</td> <td>M. Profit Organization</td> </tr> <tr> <td>G. Special District</td> <td>N. Other (Specify): _____</td> </tr> </table>			A. State	H. Independent School Dist.	B. County	I. State Controlled Institution of Higher Learning	C. Municipal	J. Private University	D. Township	K. Indian Tribe	E. Interstate	L. Individual	F. Internunicipal	M. Profit Organization	G. Special District	N. Other (Specify): _____														
A. State	H. Independent School Dist.																																
B. County	I. State Controlled Institution of Higher Learning																																
C. Municipal	J. Private University																																
D. Township	K. Indian Tribe																																
E. Interstate	L. Individual																																
F. Internunicipal	M. Profit Organization																																
G. Special District	N. Other (Specify): _____																																
8. TYPE OF APPLICATION: <input type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es): <input type="checkbox"/> <input type="checkbox"/> A. Increase Award B. Decrease Award C. Increase Duration D. Decrease Duration Other (specify): _____			9. NAME OF FEDERAL AGENCY:																														
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: <div style="border: 1px solid black; width: 100px; height: 20px; margin: 5px 0;"></div> TITLE:			11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:																														
12. AREAS AFFECTED BY PROJECT (cities, counties, states, etc.):																																	
13. PROPOSED PROJECT: Start Date Ending Date		14. CONGRESSIONAL DISTRICTS OF: a. Applicant b. Project																															
15. ESTIMATED FUNDING: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">a. Federal</td> <td style="width: 10%;">\$</td> <td style="width: 10%;"></td> <td style="width: 10%;">.00</td> </tr> <tr> <td>b. Applicant</td> <td>\$</td> <td></td> <td>.00</td> </tr> <tr> <td>c. State</td> <td>\$</td> <td></td> <td>.00</td> </tr> <tr> <td>d. Local</td> <td>\$</td> <td></td> <td>.00</td> </tr> <tr> <td>e. Other</td> <td>\$</td> <td></td> <td>.00</td> </tr> <tr> <td>f. Program Income</td> <td>\$</td> <td></td> <td>.00</td> </tr> <tr> <td>g. TOTAL</td> <td>\$</td> <td></td> <td>.00</td> </tr> </table>		a. Federal	\$.00	b. Applicant	\$.00	c. State	\$.00	d. Local	\$.00	e. Other	\$.00	f. Program Income	\$.00	g. TOTAL	\$.00	16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? a. YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: DATE _____ b. NO. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E.O. 12372 <input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW			
a. Federal	\$.00																														
b. Applicant	\$.00																														
c. State	\$.00																														
d. Local	\$.00																														
e. Other	\$.00																														
f. Program Income	\$.00																														
g. TOTAL	\$.00																														
17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> Yes If "Yes," attach an explanation. <input type="checkbox"/> No																																	
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED																																	
a. Typed Name of Authorized Representative			b. Title		c. Telephone number																												
d. Signature of Authorized Representative					e. Date Signed																												

INSTRUCTIONS FOR THE SF 424

This is a standard form used by applicants as a required facesheet for preapplications and applications submitted for Federal assistance. It will be used by Federal agencies to obtain applicant certification that States which have established a review and comment procedure in response to Executive Order 12372 and have selected the program to be included in their process, have been given an opportunity to review the applicant's submission.

- | Item: | Entry: | Item: | Entry: |
|-------|--|-------|--|
| 1. | Self-explanatory. | 12. | List only the largest political entities affected (e.g., State, counties, cities). |
| 2. | Date application submitted to Federal agency (or State if applicable) & applicant's control number (if applicable). | 13. | Self-explanatory. |
| 3. | State use only (if applicable). | 14. | List the applicant's Congressional District and any District(s) affected by the program or project. |
| 4. | If this application is to continue or revise an existing award, enter present Federal identifier number. If for a new project, leave blank. | 15. | Amount requested or to be contributed during the first funding/budget period by each contributor. Value of in-kind contributions should be included on appropriate lines as applicable. If the action will result in a dollar change to an existing award, indicate <u>only</u> the amount of the change. For decreases, enclose the amounts in parentheses. If both basic and supplemental amounts are included, show breakdown on an attached sheet. For multiple program funding, use totals and show breakdown using same categories as item 15. |
| 5. | Legal name of applicant, name of primary organizational unit which will undertake the assistance activity, complete address of the applicant, and name and telephone number of the person to contact on matters related to this application. | 16. | Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the State intergovernmental review process. |
| 6. | Enter Employer Identification Number (EIN) as assigned by the Internal Revenue Service. | 17. | This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans and taxes. |
| 7. | Enter the appropriate letter in the space provided. | 18. | To be signed by the authorized representative of the applicant. A copy of the governing body's authorization for you to sign this application as official representative must be on file in the applicant's office. (Certain Federal agencies may require that this authorization be submitted as part of the application.) |
| 8. | Check appropriate box and enter appropriate letter(s) in the space(s) provided:
— "New" means a new assistance award.
— "Continuation" means an extension for an additional funding/budget period for a project with a projected completion date.
— "Revision" means any change in the Federal Government's financial obligation or contingent liability from an existing obligation. | | |
| 9. | Name of Federal agency from which assistance is being requested with this application. | | |
| 10. | Use the Catalog of Federal Domestic Assistance number and title of the program under which assistance is requested. | | |
| 11. | Enter a brief descriptive title of the project. If more than one program is involved, you should append an explanation on a separate sheet. If appropriate (e.g., construction or real property projects), attach a map showing project location. For preapplications, use a separate sheet to provide a summary description of this project. | | |

BUDGET INFORMATION — Non-Construction Programs

OMB Approval No. 0348-0044

SECTION A — BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1.		\$	\$	\$	\$	\$
2.						
3.						
4.						
5. TOTALS		\$	\$	\$	\$	\$

SECTION B — BUDGET CATEGORIES

6 Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
a. Personnel	\$	\$	\$	\$	\$
b. Fringe Benefits					
c. Travel					
d. Equipment					
e. Supplies					
f. Contractual					
g. Construction					
h. Other					
i. Total Direct Charges (sum of 6a - 6h)					
j. Indirect Charges					
k. TOTALS (sum of 6i and 6j)	\$	\$	\$	\$	\$
7. Program Income	\$	\$	\$	\$	\$

SECTION C - NON-FEDERAL RESOURCES				
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8.	\$	\$	\$	\$
9.				
10.				
11.				
12. TOTALS (sum of lines 8 and 11)	\$	\$	\$	\$

SECTION D - FORECASTED CASH NEEDS					
13. Federal	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
	\$	\$	\$	\$	\$
14. NonFederal					
15. TOTAL (sum of lines 13 and 14)	\$	\$	\$	\$	\$

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT				
(a) Grant Program	FUTURE FUNDING PERIODS (Years)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16.	\$	\$	\$	\$
17.				
18.				
19.				
20. TOTALS (sum of lines 16-19)	\$	\$	\$	\$

SECTION F - OTHER BUDGET INFORMATION (Attach additional Sheets if Necessary)	
21. Direct Charges:	22. Indirect Charges:
23. Remarks	

INSTRUCTIONS FOR THE SF-424A

General Instructions

This form is designed so that application can be made for funds from one or more grant programs. In preparing the budget, adhere to any existing Federal grantor agency guidelines which prescribe how and whether budgeted amounts should be separately shown for different functions or activities within the program. For some programs, grantor agencies may require budgets to be separately shown by function or activity. For other programs, grantor agencies may require a breakdown by function or activity. Sections A, B, C, and D should include budget estimates for the whole project except when applying for assistance which requires Federal authorization in annual or other funding period increments. In the latter case, Sections A, B, C, and D should provide the budget for the first budget period (usually a year) and Section E should present the need for Federal assistance in the subsequent budget periods. All applications should contain a breakdown by the object class categories shown in Lines a-k of Section B.

Section A. Budget Summary Lines 1-4, Columns (a) and (b)

For applications pertaining to a *single* Federal grant program (Federal Domestic Assistance Catalog number) and *not requiring* a functional or activity breakdown, enter on Line 1 under Column (a) the catalog program title and the catalog number in Column (b).

For applications pertaining to a *single* program *requiring* budget amounts by multiple functions or activities, enter the name of each activity or function on each line in Column (a), and enter the catalog number in Column (b). For applications pertaining to multiple programs where none of the programs require a breakdown by function or activity, enter the catalog program title on each line in *Column (a)* and the respective catalog number on each line in Column (b).

For applications pertaining to *multiple* programs where one or more programs *require* a breakdown by function or activity, prepare a separate sheet for each program requiring the breakdown. Additional sheets should be used when one form does not provide adequate space for all breakdown of data required. However, when more than one sheet is used, the first page should provide the summary totals by programs.

Lines 1-4, Columns (c) through (g.)

For new applications, leave Columns (c) and (d) blank. For each line entry in Columns (a) and (b), enter in Columns (e), (f), and (g) the appropriate amounts of funds needed to support the project for the first funding period (usually a year).

Lines 1-4, Columns (c) through (g.) (continued)

For continuing grant program applications, submit these forms before the end of each funding period as required by the grantor agency. Enter in Columns (c) and (d) the estimated amounts of funds which will remain unobligated at the end of the grant funding period only if the Federal grantor agency instructions provide for this. Otherwise, leave these columns blank. Enter in columns (e) and (f) the amounts of funds needed for the upcoming period. The amount(s) in Column (g) should be the sum of amounts in Columns (e) and (f).

For supplemental grants and changes to existing grants, do not use Columns (c) and (d). Enter in Column (e) the amount of the increase or decrease of Federal funds and enter in Column (f) the amount of the increase or decrease of non-Federal funds. In Column (g) enter the new total budgeted amount (Federal and non-Federal) which includes the total previous authorized budgeted amounts plus or minus, as appropriate, the amounts shown in Columns (e) and (f). The amount(s) in Column (g) should not equal the sum of amounts in Columns (e) and (f).

Line 5 — Show the totals for all columns used.

Section B Budget Categories

In the column headings (1) through (4), enter the titles of the same programs, functions, and activities shown on Lines 1-4, Column (a), Section A. When additional sheets are prepared for Section A, provide similar column headings on each sheet. For each program, function or activity, fill in the total requirements for funds (both Federal and non-Federal) by object class categories.

Lines 6a-i — Show the totals of Lines 6a to 6h in each column.

Line 6j — Show the amount of indirect cost.

Line 6k — Enter the total of amounts on Lines 6i and 6j. For all applications for new grants and continuation grants the total amount in column (5), Line 6k, should be the same as the total amount shown in Section A, Column (g), Line 5. For supplemental grants and changes to grants, the total amount of the increase or decrease as shown in Columns (1)-(4), Line 6k should be the same as the sum of the amounts in Section A, Columns (e) and (f) on Line 5.

INSTRUCTIONS FOR THE SF-424A (continued)

Line 7 - Enter the estimated amount of income, if any, expected to be generated from this project. Do not add or subtract this amount from the total project amount. Show under the program narrative statement the nature and source of income. The estimated amount of program income may be considered by the federal grantor agency in determining the total amount of the grant.

Section C. Non-Federal-Resources

Lines 8-11 - Enter amounts of non-Federal resources that will be used on the grant. If in-kind contributions are included, provide a brief explanation on a separate sheet.

Column (a) - Enter the program titles identical to Column (a), Section A. A breakdown by function or activity is not necessary.

Column (b) - Enter the contribution to be made by the applicant.

Column (c) - Enter the amount of the State's cash and in-kind contribution if the applicant is not a State or State agency. Applicants which are a State or State agencies should leave this column blank.

Column (d) - Enter the amount of cash and in-kind contributions to be made from all other sources.

Column (e) - Enter totals of Columns (b), (c), and (d).

Line 12 - Enter the total for each of Columns (b)-(e). The amount in Column (e) should be equal to the amount on Line 5, Column (f), Section A.

Section D. Forecasted Cash Needs

Line 13 - Enter the amount of cash needed by quarter from the grantor agency during the first year.

Line 14 - Enter the amount of cash from all other sources needed by quarter during the first year.

Line 15 - Enter the totals of amounts on Lines 13 and 14.

Section E. Budget Estimates of Federal Funds Needed for Balance of the Project

Lines 16 - 19 - Enter in Column (a) the same grant program titles shown in Column (a), Section A. A breakdown by function or activity is not necessary. For new applications and continuation grant applications, enter in the proper columns amounts of Federal funds which will be needed to complete the program or project over the succeeding funding periods (usually in years). This section need not be completed for revisions (amendments, changes, or supplements) to funds for the current year of existing grants.

If more than four lines are needed to list the program titles, submit additional schedules as necessary.

Line 20 - Enter the total for each of the Columns (b)-(e). When additional schedules are prepared for this Section, annotate accordingly and show the overall totals on this line.

Section F. Other Budget Information

Line 21 - Use this space to explain amounts for individual direct object-class cost categories that may appear to be out of the ordinary or to explain the details as required by the Federal grantor agency.

Line 22 - Enter the type of indirect rate (provisional, predetermined, final or fixed) that will be in effect during the funding period, the estimated amount of the base to which the rate is applied, and the total indirect expense.

Line 23 - Provide any other explanations or comments deemed necessary.

SPECIAL INSTRUCTIONS

Applicants must provide on a separate sheet a budget narrative which will detail by budget category, the Federal and non-Federal (in-kind and cash) share. The grantee cash contribution should be identified as to its source, i.e., funds appropriated by a State or local government or donation from a private source. The narrative should relate the items budgeted to project activities and should provide a justification and explanation for the budgeted items including the criteria and data used to arrive at the estimates for each budget category.

INSTRUCTIONS

PROGRAM NARRATIVE

Prepare the program narrative statement in accordance with the following instructions for all new grant programs. Requests for continuation or refunding and changes on an approved project should respond to item 5b only. Requests for supplemental assistance should respond to question 5c only.

1. OBJECTIVES AND NEED FOR THIS ASSISTANCE.

Pinpoint any relevant physical, economic, social, financial, institutional, or other problems requiring a solution. Demonstrate the need for assistance and state the principal and subordinate objectives of the project. Supporting documentation or other testimonies from concerned interests other than the applicant may be used. Any relevant data based on planning studies should be included or footnoted.

2. RESULTS OR BENEFITS EXPECTED.

Identify results and benefits to be derived. For example, when applying for a grant to establish a neighborhood health center provide a description of who will occupy the facility, how the facility will be used, and how the facility will benefit the general public.

3. APPROACH.

- a. Outline a plan of action pertaining to the scope and detail of how the proposed work will be accomplished for each grant program, function or activity, provided in the budget. Cite factors which might accelerate or decelerate the work and your reason for taking this approach as opposed to others. Describe any unusual features of the project such as design or technological innovations, reductions in cost or time, or extraordinary social and community involvement.
- b. Provide for each grant program, function or activity, quantitative monthly or quarterly projections of the accomplishments to be achieved in such terms as the number of jobs created; the number of people served; and the number of patients treated. When accomplishments cannot be quantified by activity or function, list them in chronological order to show the schedule of accomplishments and their target dates.

- c. Identify the kinds of data to be collected and maintained and discuss the criteria to be used to evaluate the results and successes of the project. Explain the methodology that will be used to determine if the needs identified and discussed are being met and if the results and benefits identified in item 2 are being achieved.

- d. List organizations, cooperators, consultants, or other key individuals who will work on the project along with a short description of the nature of their effort or contribution.

4. GEOGRAPHIC LOCATION.

Give a precise location of the project or area to be served by the proposed project. Maps or other graphic aids may be attached.

5. IF APPLICABLE, PROVIDE THE FOLLOWING INFORMATION:

- a. For research or demonstration assistance requests, present a biographical sketch of the program director with the following information; name, address, phone number, background, and other qualifying experience for the project. Also, list the name, training and background for other key personnel engaged in the project.
- b. Discuss accomplishments to date and list in chronological order a schedule of accomplishments, progress or milestones anticipated with the new funding request. If there have been significant changes in the project objectives, location approach, or time delays, explain and justify. For other requests for changes or amendments, explain the reason for the change(s). If the scope or objectives have changed or an extension of time is necessary, explain the circumstances and justify. If the total budget items have changed more than the prescribed limits contained in Attachment K to OMB Circular A-102 (or Attachment J to OMB Circular A-110, as applicable), explain and justify the change and its effect on the project.
- c. For supplemental assistance requests, explain the reason for the request and justify the need for additional funding.

ASSURANCES

The Applicant hereby assures and certifies compliance with all Federal statutes, regulations, policies, guidelines and requirements, including OMB Circulars No. A-21, A-102, A-110, A-122, A-128, and A-87, and E.O. 12372, that govern the application, acceptance and use of Federal funds for this federally-assisted project. Also the Applicant assures and certifies that:

1. It possesses legal authority to apply for the grant; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. It will comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and federally assisted programs.
3. It will comply with provisions of Federal law which limit certain political activities of employees of a State or local unit of government whose principal employment is in connection with an activity financed in whole or in part by Federal grants. (5 U.S.C. 1501, et seq.)
4. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act if applicable.
5. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
6. It will give the sponsoring agency or the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
7. It will comply with all requirements imposed by the Federal sponsoring agency concerning special requirements of law, program requirements, and other administrative requirements.
8. It will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify the Federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.
9. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1976. Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
10. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966 as amended (16 USC 470), Executive Order 11593, and the Archeological and Historical Preservation Act of 1966 (16 USC 569a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
11. It will comply, and assure the compliance of all its subgrantees and contractors, with the applicable provisions of Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, the Juvenile Justice and Delinquency Prevention Act, or the Victims of Crime Act, as appropriate; the provisions of the current edition of the Office of Justice Programs Financial and Administrative Guide for Grants, M7100.1; and all other applicable Federal laws, orders, circulars, or regulations.
12. It will comply with the provisions of 28 CFR applicable to grants and cooperative agreements including Part 18, Administrative Review Procedure; Part 20, Criminal Justice Information Systems; Part 22, Confidentiality of Identifiable Research and Statistical Information; Part 23, Criminal Intelligence Systems Operating Policies; Part 30, Intergovernmental Review of Department of Justice Programs and Activities; Part 42, Nondiscrimination/Equal Employment Opportunity Policies and Procedures; Part 61, Procedures for Implementing the National Environmental Policy Act; Part 63, Floodplain Management and Wetland Protection Procedures; and Federal laws or regulations applicable to Federal Assistance Programs.
13. It will comply, and all its contractors will comply, with the non-discrimination requirements of the Justice Assistance Act or Victims of Crime Act (as appropriate); Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973 as amended; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; and the Department of Justice Non-Discrimination Regulations 28 CFR Part 42, Subparts C, D, E, and G.
14. In the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin or sex against a recipient of funds, the recipient will forward a copy of the finding to the Office of Civil Rights Compliance (OCRC) of the Office of Justice Programs.
15. It will provide an Equal Employment Opportunity Program if required to maintain one, where the application is for \$500,000 or more.



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE COMPTROLLER

**Certification Regarding
Debarment, Suspension, and Other Responsibility Matters
Primary Covered Transactions
(Direct Recipient)**

Application Number

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 28 CFR Part 67, Section 67.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 *Federal Register* (pages 19160-19211).

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

- (1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Name and Title of Authorized Representative

Signature

Date

Name and Address of Organization

Instructions for Certification

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.

2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

4. The prospective primary participant shall provide immediate written notice to the department or agency to whom this proposal is submitted if at any time the prospective primary participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549.

6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transactions," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may check the Nonprocurement List.

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE COMPTROLLER

Certification Regarding Drug-Free Workplace Requirements Grantees Other Than Individuals

This certification is required by the regulations implementing the Drug-Free Workplace Act of 1988, 28 CFR Part 67, Subpart F. The regulations, published in the January 31, 1989 *Federal Register*, require certification by grantees, prior to award, that they will maintain a drug-free workplace. The certification set out below is a material representation of fact upon which reliance will be placed when the agency determines to award the grant. False certification or violation of the certification shall be grounds for suspension of payments, suspension or termination of grants, or governmentwide suspension or debarment (see 28 CFR Part 67, Sections 67.615 and 67.620).

The grantee certifies that it will provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing a drug-free awareness program to inform employees about —
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will —
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction;
- (e) Notifying the agency within ten days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction;
- (f) Taking one of the following actions, within 30 days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted —
 - (1) Taking appropriate personnel action against such an employee, up to and including termination; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e) and (f).

Place(s) of Performance: The grantee shall insert in the space provided below the site(s) for the performance of work done in connection with the specific grant (street address, city, county, state, zip code):

Organization Name

Application Number

Name and Title of Authorized Representative

Signature

Date

NEW RESTRICTIONS ON LOBBYING

On October 23, 1989, the President signed into law the Department of the Interior and Related Agencies Appropriations Act for Fiscal Year 1990 ("the Act"). Section 319 of the Act amends title 31, United States Code, by adding a new Section 1352, entitled "Limitation on use of appropriated funds to influence certain Federal contracting and financial transactions."

Section 1352 generally prohibits recipients of Federal contracts, grants, or cooperative agreements from using appropriated funds for lobbying in connection with the contract, grant, or cooperative agreement. Section 1352 also requires that each person who requests or receives a Federal contract, grant, cooperative agreement, and their subrecipients disclose lobbying undertaken with non-Federal funds.

OMB has issued "Governmentwide Guidance for New Restrictions on Lobbying; Interim Final Guidance" which was published in the December 20, 1989 Federal Register for agency implementation and compliance with the lobbying restrictions. Office of Justice Programs (OJP) will implement these procedures for all grants awarded and RFP's issued after December 23, 1989.

General information regarding OJP's implementation of the lobbying restrictions are as follows:

Declaration Requirements

A. A person who requests a Federal grant, cooperative agreement or contract exceeding \$100,000 is required to file with OJP a written declaration. The declaration shall contain:

- (1) A certification that addresses payments made and to be made with both Federally appropriated funds and non-Federal funds for influencing or attempting to influence persons, in the making of Federal awards. In addition, the grantee certifies that their subrecipient will certify and disclose accordingly.
- (2) The form, "Disclosure of Lobbying Activities", must be submitted when payments are made for lobbying activity with non-Federal funds to either: (1) employees whose tenure is less than 130 working days within one year preceding the submission of the application; and/or (2) "hired" lobbyists' for the specific award. This report should contain the following information, with respect to each payment and each agreement, as follows:
 - (a) Name and address of each person paid, to be paid or reasonably expected to be paid;

- (b) Name and address of each individual performing the services for which payment is made, to be made, or reasonably expected to be made; and
 - (c) The amount paid, how the person was paid, and the activity for which the person was paid (is to be paid, or reasonably expected to be paid).
- (3) Copies of declarations (as outlined in A(1) and (2)) received from subgrantees and contractors under a grant, contractors under a cooperative agreement, and subcontractors under a contract for Federal subawards exceeding \$100,000.
- B. A subgrantee or contractor under a grant, a contractor under a cooperative agreement, and a subcontractor under a contract, who requests or receives Federal funds exceeding \$100,000 shall be required to file with the person making their award a written declaration as described in A(1), (2), and (3) above.
- C. A declaration must be filed at the end of each calendar quarter in which there occurs any event that materially affects (\$25,000 or more) the accuracy of the information contained in any declaration previously filed for a grant, cooperative agreement, contract, subgrant and subcontract. These declarations shall be filed as follows:
 - (1) Grant and cooperative agreement recipients shall send their amended declarations and copies of amended declarations for Federal subawards no later than 30 days after the end of the calendar quarter, to the Office of the Comptroller, Control Desk on a quarterly basis.
 - (2) Subgrantees and contractors under a grant, contractors under a cooperative agreement, and subcontractors under a contract shall send their amended declarations quarterly to the person who made their subaward.
- D. Declarations (paragraphs A and B) are required for extensions, continuations, renewals, amendments, and modifications exceeding \$100,000 or resulting in the award exceeding \$100,000.
- E. The term "recipient" with respect to funds received in connection with a federal grant, cooperative agreement, or contract does not include an Indian tribe, tribal organization, or any other Indian organization.

If you have any questions concerning these requirements, please contact Cynthia Schwimer on (202) 724-3186.

CERTIFICATION REGARDING LOBBYING

Each person shall file the most current edition of this certification and disclosure form, if applicable, with each submission that initiates agency consideration of such person for an award of a Federal contract, grant, or cooperative agreement of \$100,000 or more; or Federal loan of \$150,000 or more.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.
- (2) If any non-Federal funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall initial here _____ and complete and submit Standard Form # LLL, "Disclosure of Lobbying Activities", in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers and that all subrecipients shall certify and disclose accordingly.

Name and Address of Organization

Name of Authorized Individual
Signature and date

Application No.

Name of OJP Agency

DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB
0346-0046Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure.)

1. Type of Federal Action: <input type="checkbox"/> a. contract <input 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 type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Congressional District, if known: _____	5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, if known: _____	
6. Federal Department/Agency:	7. Federal Program Name/Description: CFDA Number, if applicable: _____	
8. Federal Action Number, if known:	9. Award Amount, if known: \$ _____	
10. a. Name and Address of Lobbying Entity (if individual, last name, first name, MI): <div style="text-align: right;">(attach Continuation Sheet(s) SF-LLL-A, if necessary)</div>		
b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI): <div style="text-align: right;">(attach Continuation Sheet(s) SF-LLL-A, if necessary)</div>		
11. Amount of Payment (check all that apply): \$ _____ <input type="checkbox"/> actual <input type="checkbox"/> planned	13. Type of Payment (check all that apply): <input type="checkbox"/> a. retainer <input type="checkbox"/> b. one-time fee <input type="checkbox"/> c. commission <input type="checkbox"/> d. contingent fee <input type="checkbox"/> e. deferred <input type="checkbox"/> f. other; specify: _____	
12. Form of Payment (check all that apply): <input type="checkbox"/> a. cash <input type="checkbox"/> b. in-kind; specify: nature _____ value _____		
14. Brief Description of Services Performed or to be Performed and Date(s) of Service, including officer(s), employee(s), or Member(s) contacted, for Payment Indicated in Item 11: <div style="text-align: right;">(attach Continuation Sheet(s) SF-LLL-A, if necessary)</div>		
15. Continuation Sheet(s) SF-LLL-A attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		
16. 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 this 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: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____		Authorized for Local Reproduction Standard Form - LLL

Federal Use Only:

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity: influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Use the SF-LLL-A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee", then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the Federal Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract number, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action.
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
12. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
13. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.
14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted or the officer employee(s), or Member(s) of Congress that were contacted.
15. Check whether or not a SF-LLL-A Continuation Sheet(s) is attached.
16. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503.

DISCLOSURE OF LOBBYING ACTIVITIES
CONTINUATION SHEET

Approved by OMB
0145-0046

Reporting Entity: _____ Page _____ of _____

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