

GA-20-16

GRANT BRIEFING DOCUMENT

rev. 2/13/13

From:

Name: Beth Hart Dept: Police Phone: 410-263-7979

This is a request to

- review, approve, and/or sign a grant agreement/award
- other


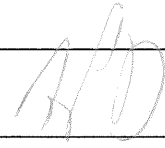
Grant title: FY16 State Aide for Police Protection

Grantor: Governor's Office of Crime Control & Prevention Amount: \$ 719,249.00

Attestation:

- Match is *not* required.
- Match is required. Match will be met in the form of <sup>1</sup> \_\_\_\_\_

I attest that this asset has been approved/appropriated in <sup>2</sup> \_\_\_\_\_



9/22/15  
 \_\_\_\_\_  
 Department Director signature Dept Date

Routing	Initials	Date		Comments
		In	Out	
<input checked="" type="checkbox"/> originating Dept Director	<u>MAP</u>	_____	_____	_____
<input checked="" type="checkbox"/> Grants Coordinator	<u>NCP</u>	<u>9/25</u>	<u>9/30</u>	_____
<input checked="" type="checkbox"/> Finance Director	<u>BTM</u>	<u>10/2</u>	<u>10/2</u>	<u>*initials only*</u>
<input checked="" type="checkbox"/> City Attorney	_____	_____	_____	_____
<input checked="" type="checkbox"/> City Manager	_____	_____	_____	_____
<input checked="" type="checkbox"/> Mayor	_____	_____	_____	_____
<input checked="" type="checkbox"/> City Clerk	_____	_____	_____	_____
<input checked="" type="checkbox"/> Finance Committee	_____	_____	_____	_____
<input checked="" type="checkbox"/> Finance Dept	_____	_____	_____	_____

Return to Originating Department

**GRANT Briefing Document, continued**

*Provide a short narrative. Include:*

-program description	- purpose of funds	- due dates
-grant period	-amount of request or award	
-special features, e.g., environmental impact implications, notarization required		

State Aide for Police Protection (SAPP) is an annual program, managed by the Governor's Office of Crime Control & Prevention (GOCCP), to provide funds for police protection in qualifying jurisdictions. Funding is based on State- determined formulas which takes into account local population, sworn staffing levels, and legislative action.

In FY16, GOCCP is awarding \$719,249.00 to the City of Annapolis/ Annapolis Police Department, a qualifying jurisdiction. Funding will be used for officers' salaries.

(Strictly speaking, this is not a grant, but rather an annual allocation by the State, following legislative actions, to qualifying jurisdictions. GOCCP uses their grant system as a convenience to record, track, and distribute funds.)

Award period is July 1, 2015 to June 30, 2016.

"Award" documents consist simply of a letter to the Chief of Police and the Finance Department. A copy is attached. Also attached is the list of officers whose salaries will be funded by this award.

<sup>1</sup> Examples: cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

<sup>2</sup> Examples: FY\_\_ Operating Budget, a memorandum of understanding, City Council resolution/ordinance.



Grant Title State Aide for Police Protection

Grant Award (\$) 719,249.00

Originating Department(s): Police Department

Dept Contact (Name/Phone): Beth Hart 410-263-7979

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries		719,249.00			719,249.00	see attached list for specific officers
Benefits					0.00	
Overtime					0.00	
Supplies					0.00	
Telephone					0.00	
Electricity					0.00	
Fuel and Oil					0.00	
Training & Education					0.00	
R & M - Equipment					0.00	
Special Programs					0.00	
Contract Services					0.00	
Capital Outlay					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
<b>Total</b>	<b>0.00</b>	<b>719,249.00</b>	<b>0.00</b>	<b>0.00</b>	<b>719,249.00</b>	

TOTAL EXPENDITURES\*: **719,249.00**

\* May be different from Grant Award \$ if there is a match requirement.

Match is not required.

Department Director Signature/Date

Department

Match is required. Match will be met in the form of <sup>(1)</sup>

I attest that this asset has been approved/appropriated in <sup>(2)</sup>

Department Director Signature/Date

Department

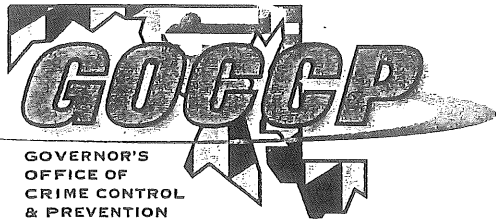
**COMMENTS:**

<sup>(1)</sup> Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

<sup>(2)</sup> Examples: FY \_\_ operating budget, a memorandum of understanding, City Council resolution/ordinance.

**Officers funded through FY 15 State Aide for Police Protection**

PROUT	P108	\$ 31.22	\$ 64,946.76
REID	P118	\$ 33.57	\$ 69,819.40
WOOLFOLK	P108	\$ 31.22	\$ 64,946.76
SULLIVAN	P118	\$ 33.57	\$ 69,819.40
SAURIOL-GIBRIS	P118	\$ 33.57	\$ 69,819.40
SUGG	P118	\$ 33.57	\$ 69,819.40
SMIKLE	P108	\$ 31.22	\$ 64,946.76
SCHRACK	P118	\$ 33.57	\$ 69,819.40
ASCIONE	P118	\$ 31.86	\$ 66,267.53
ASHTON	P108	\$ 25.34	\$ 52,702.17
PATTERSON	P108	\$ 26.70	\$ 55,527.96
			\$ 718,434.94



300 E. Joppa Road, Suite 1095  
Baltimore, Maryland 21286-3016  
410-321-2828 / TOLL FREE: 1-877-687-9004  
FAX: 410-321-3116  
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WWW.GOCCP.MARYLAND.GOV

Larry Hogan  
*Governor*

Boyd K. Rutherford  
*Lt. Governor*

Christopher B. Shank  
*Executive Director*

May 18, 2015

Chief Michael A Pristoop  
Chief of Police  
Annapolis City Police Department  
199 Taylor Avenue  
Annapolis MD 21401

SAPP-2016-1769

Dear Chief Pristoop:

Please be advised that, pursuant to the FY 2016 State budget, Annapolis City Police Department will receive \$719,249.00 from the FY 2016 State Aid for Police Protection Fund. The State Aid for Police Protection Fund is an annual formula grant to be used exclusively to provide adequate police protection in the subdivisions and qualifying municipalities of Maryland.

Your estimated allocation for FY 2016 is derived by the information provided on forms #2 and #3. The actual amount of aid will be recalculated based on the actual FY 2015 expenditures for police protection that you will provide on form # 1 which is due on January 15, 2016. Payments will be made on the last day of each quarter.

To participate in the FY 2017 State Aid for Police Protection program an online application submission is required that is tentatively due on September 15, 2015. The application must also be printed, signed and mailed to GOCCP along with your completed Form # 2 (Estimated Expenditures for FY 2016) and Form # 3 (Number of Sworn Officers as of June 30, 2015). It is important that we receive all forms in a timely manner so that the formula may be calculated accurately.

The notice of funding availability, forms and instructions for FY2017 will be available on our website by August 25, 2015 and can be downloaded through the online system at [https://grants.goccp.maryland.gov/BLIS\\_GOCCP/Public/Custom/GOCCP/Default.aspx?ReturnURL=%2fBLIS\\_GOCCP%2fPrivate%2fCustom%2fGOCCP%2fDefault.aspx](https://grants.goccp.maryland.gov/BLIS_GOCCP/Public/Custom/GOCCP/Default.aspx?ReturnURL=%2fBLIS_GOCCP%2fPrivate%2fCustom%2fGOCCP%2fDefault.aspx).



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Larry Hogan  
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Christopher B. Shank  
*Executive Director*

I hope our office becomes a more valuable resource for your organization as we strive to deliver our services in a customer-friendly fashion. If you need any assistance, please contact Angela Carpintieri by email at [Acarpintieri@goccp.state.md.us](mailto:Acarpintieri@goccp.state.md.us) or phone at 410-821-2847.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris B. Shank".

Christopher B. Shank  
Executive Director

Cc: Ms. Elizabeth A Hart  
Ms. Maureen Taylor



# Budget Notice

<b>Grant Award Number:</b>	<b>SAPP-2016-1769</b>
<b>Sub-recipient:</b>	Annapolis City Police Department
<b>Project Title:</b>	State Aid for Police Protection
<b>Implementing Agency:</b>	Annapolis City Police Department
<b>Award Period:</b>	<b>07/01/2015 - 06/30/2016</b>
	CFDA: State

Funding Summary	Grant Funds	100.0 %	<b>\$719,249.00</b>	
	Cash Match	0.0 %	<b>\$0.00</b>	
	In-Kind Match	0.0 %	<b>\$0.00</b>	
	<b>Total Project Funds</b>		<b>\$719,249.00</b>	Budget Version: 1

### Other

Description	Funding	Quantity	Unit Cost	Total Budget
Budget Allocation	Grant Funds	0	\$0.00	\$719,249.00

Other Total: \$719,249.00

Approved: \_\_\_\_\_

*Zina Williams*  
 GOCCP Authorized Representative

Effective Date: 7/1/2015



Governor's Office of Crime Control & Prevention

GOCCP Regional Monitor:  
GOCCP Fiscal Specialist:

Carpintieri, Angee  
Mutuura, Virginia

## Grant Award - Special Conditions

<b>Grant Award Number:</b>	SAPP-2016-1769	<b>Sub-Recipient:</b>	Annapolis City Police Department
<b>Award Period:</b>	07/01/2015 - 06/30/2016	<b>Implementing Agency:</b>	Annapolis City Police Department
<b>Project Title:</b>	State Aid for Police Protection		

- 1 Form 1 (Actual Expenditures for Police Protection) and your agency's Annual Audit These reports are due to arrive at GOCCP no later than COB on January 15th. Form 1 figures must also reconcile to your auditor's report. Failure to submit the aforementioned documents in a timely fashion will result in a freeze to the entire counties payments.
- 2 If the Maryland State Police (MSP) encounters difficulty obtaining the necessary crime data on a timely basis from local jurisdictions that provide the data for inclusion in the UCR, MSP shall notify the Governor's Office of Crime Control & Prevention (GOCCP). GOCCP shall withhold a portion, totaling at least 15% but no more than 50%, of that jurisdiction's State Aid for Police Protection (SAPP) grant funds upon receipt of notification from MSP.