

GA-41-16

## 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: FY17 State Aide for Police ProtectionGrantor: Governor's Office of Crime Control & Prevention Amount: \$ 946,076.00

## 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> \_\_\_\_\_\_\_\_\_\_  
Department Director signature\_\_\_\_\_  
Dept\_\_\_\_\_  
Date

Routing

Initials

In

Date

Out

Comments

☒ originating Dept Director☒ Grants Coordinator☒ Finance Director☒ City Attorney☒ City Manager☒ Mayor☒ City Clerk☒ Finance Committee☒ 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.

The amount for FY17 is \$946,076.00. Funding will be used for officers' salaries and overtime.

(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, 2016 to June 30, 2017.

"Award" documents consist simply of a letter to the Chief of Police and the Finance Department. It was received May 9, 2016.

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<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 Application Package

Opportunity Title:	COPS-HIRING-PROGRAM-APPLICATION-2016
Offering Agency:	Community Oriented Policing Services
CFDA Number:	16.710
CFDA Description:	Public Safety Partnership and Community Policing Grants
Opportunity Number:	COPS-HIRING-PROGRAM-APPLICATION-2016
Competition ID:	
Opportunity Open Date:	04/25/2016
Opportunity Close Date:	06/23/2016
Agency Contact:	COPS Office Response Center Phone: 800.421.6770 askCopsRC@usdoj.gov

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

Application Filing Name: City of Annapolis/ Annapolis Police Department

### Select Forms to Complete

#### Mandatory

[Application for Federal Assistance \(SF-424\)](#)

Complete

[COPS Short Application Attachment to SF-424](#)

Complete

#### Optional

### Instructions

[Show Instructions >>](#)

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here.

If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.



# GRANT BUDGET FORM

6/3/2016

Grant Title State Aide for Police Protection

Grant Award (\$) 946,076.00

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		720,076.00			720,076.00	see attached list for specific officers
Benefits					0.00	
Overtime		226,000.00			226,000.00	
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>946,076.00</b>	<b>0.00</b>	<b>0.00</b>	<b>946,076.00</b>	

TOTAL EXPENDITURES\*: **946,076.00**

\* 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> \_\_\_\_\_

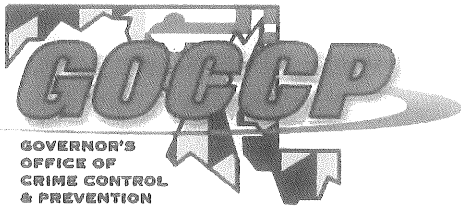
\_\_\_\_\_  
Department Director Signature/Date

\_\_\_\_\_  
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.



300 E. Joppa Road, Suite 1105  
Baltimore, Maryland 21286-3016  
410-821-2828 / Toll-free: 1-877-687-9004  
Fax: 410-321-3116  
dlinfo\_goccp@maryland.gov  
goccp.maryland.gov

Larry Hogan  
*Governor*

Boyd K. Rutherford  
*Lt. Governor*

V. Glenn Fueston, Jr.  
*Executive Director*

May 9, 2016

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

SAPP-2017-1769

Dear Chief Pristoop:

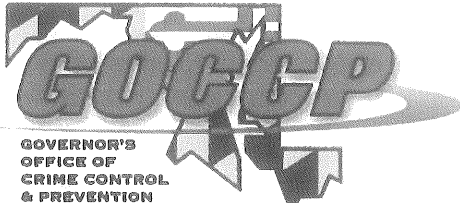
Please be advised that, pursuant to the FY 2017 State budget, Annapolis City Police Department will receive \$946076.00 from the FY 2017 State Aid for Police Protection Fund. The State Aid for Police Protection Fund is an annual formula grant to be used exclusively to provide adequate police protection in the subdivisions and qualifying municipalities of Maryland.

Your estimated allocation for FY 2017 is derived by the information provided on forms #2 and #3. The actual amount of aid will be recalculated based on the actual FY 2016 expenditures for police protection that you will provide on Form # 1 and the applicable CAFR Reconciliation form which will be due on January 15, 2017. Payments will be made on the last day of each quarter.

To participate in the FY 2018 State Aid for Police Protection program an online grant application submission is required on October 13, 2016. Additionally, the original signed hard copies of Form # 2 (Estimated Expenditures for FY 2017) and Form # 3 (Number of Sworn Officers as of June 30, 2016) must be mailed to arrive by October 25, 2016. It is important that we receive all forms in a timely manner so that the formula may be calculated accurately. Please note that the aforementioned due dates are also subject to change. You will be notified one month prior to the due dates by email in mid-September, 2016.

The State Aid for Police Protection Notice of Funding Availability, the required forms and instructions for FY2018 will be available on our website by September 15, 2016 and will be available to download through the online system at the following web-link.

[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  
*Governor*

Boyd K. Rutherford  
*Lt. Governor*

V. Glenn Fueston, Jr.  
*Executive Director*

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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 "V. Glenn Fueston, Jr.", is written over a light gray background.

V. Glenn Fueston, Jr.  
Executive Director

Cc: Ms. Elizabeth A Hart  
Ms. Jenessa Cole



Governor's Office of Crime Control & Prevention

GOCCP Regional Monitor  
GOCCP Fiscal Specialist

Carpintieri, Angee  
Popik, Irina

## Budget Notice

**Grant Award Number:** SAPP-2017-1769  
**Sub-recipient:** Annapolis City Police Department  
**Project Title:** State Aid for Police Protection  
**Implementing Agency:** Annapolis City Police Department  
**Award Period:** 07/01/2016 - 06/30/2017

CFDA: State

Funding Summary	Grant Funds	100.0 %	\$946,076.00	
	Cash Match	0.0 %	\$0.00	
	In-Kind Match	0.0 %	\$0.00	
	Total Project Funds		\$946,076.00	Budget Version: 0

### Other

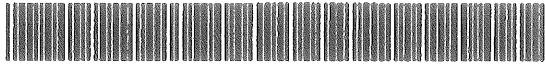
Description	Funding	Quantity	Unit Cost	Total Budget
Budget Allocation	Grant Funds	0	\$0.00	\$946,076.00

Other Total: \$946,076.00

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

*Irina Weemo*  
GOCCP Authorized Representative

Effective Date: 7/1/2016



Governor's Office of Crime Control & Prevention

GOCCP Regional Monitor:  
GOCCP Fiscal Specialist:

Carpintieri, Angee  
Popik, Irina

## Grant Award - Special Conditions

<b>Grant Award Number:</b>	SAPP-2017-1769	<b>Sub-Recipient:</b>	Annapolis City Police Department
<b>Award Period:</b>	07/01/2016 - 06/30/2017	<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.
- 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.