

State of Louisiana
Office of the Governor
Louisiana Commission on Law Enforcement
and Administration of Criminal Justice

ORIGINAL

JOHN BEL EDWARDS
GOVERNOR

JIM CRAFT
EXECUTIVE DIRECTOR



April 30, 2019

Honorable Pete Panepinto
Mayor
City of Hammond
310 E Charles St
PO Box 2788
Hammond, Louisiana 70404-2788

Dear Mayor Panepinto:

I am pleased to inform you that the Louisiana Commission on Law Enforcement (LCLE) approved the application for federal/state funds. Identifying information for this award is as follows:

Subgrant Number: 2017-DJ-01-4652
(Use on all correspondence)
Project Title: "Criminal Patrols (5)"
Project Period: 5/1/2019 - 4/30/2020
Award: Federal Funds: 2017-DJ: \$3,557.00
CFDA No: 16.738
Federal Award No.: 2017-MU-BX-0088

This is one time funding.

This subgrant is hereby offered on the condition that Hammond, City of complies in administering the program, with all the representations contained in its application, as amended, including the standard subgrant conditions that have been incorporated by reference.

Certified Assurances accepted at the time of application outline the requirements for implementation of this project within a prescribed period of time. If this project is not operational within the prescribed period, written notification should be given to LCLE stating reasons for failure to begin on the anticipated start date. Projects remaining not operational for a prescribed period thereafter will require an additional written statement explaining the delay. Where warranted, the LCLE may extend the implementation date further; however, it retains the right to cancel any project not implemented within the prescribed period rather than approve the extension. The award does not obligate the Louisiana Commission on Law Enforcement to fund this project beyond the current period.

Your prompt attention to the condition(s) will ensure the timely release of subgrant funds, however, failure to satisfy the condition(s) may result in cancellation of this subgrant.

The reporting requirements for this subgrant may be found by navigating to the Reporting Requirements page under the Project tab in Egrants. Failure to follow the reporting requirements may cause an interruption in receipt of subgrant funds.

The award of this subgrant will become effective when LCLE receives this letter with your signature (blue ink) as the authorized official of Hammond, City of.

It is vital for designated project staff to review the Applicant's Manual to ensure that this program will be conducted in accordance with all applicable guidelines. Future funding is contingent not only on the availability of funding, but proper grant management, which includes meeting the goals and objectives and submitting timely and accurate quarterly, interim and annual reports.

Our staff welcomes questions regarding subgrant matters. If you have programmatic questions, please contact the program manager. Should you have fiscal questions, please contact the Grants Section staff. Their contact information can be obtained via our website, www.lcle.la.gov. The LCLE and its staff wish you success in conducting this project.

Sincerely,



Jim Craft
Executive Director

SPECIAL CONDITION(S)

This award is subject to compliance with the following condition(s), in addition to the applicable Standard Subgrant Conditions that have been incorporated by reference:

- (1) If a project is not operational within 60 days of the original starting date of the subgrant period, the subgrantee must report by letter to the State (Louisiana Commission on Law Enforcement) the steps taken to initiate the project, the reasons for delay and the expected starting date.

If a project is not operational within 90 days of the original starting date of the subgrant period, the subgrantee must submit a second statement to the Louisiana Commission on Law Enforcement, explaining the implementation delay. Upon receipt of the 90-day letter, the Louisiana Commission on Law Enforcement may cancel the project and request grantor agency approval to redistribute the funds to other project areas. The Louisiana Commission on Law Enforcement may also, where extenuating circumstances warrant, extend the implementation date of the project past the 90-day period. When this occurs, the appropriate subgrant files and records must so note the extension.

- (2) The applicant agrees to comply with the organizational audit requirements of 2 CFR 200: Uniform Guidance – Uniform Administrative Requirements, Cost Principles, and Audit Requirements (formerly known as OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations), after organizations, and further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues (if any) from §200.501 Audit Requirements (and any other audits of OJP grants funds) are not satisfactorily and promptly addressed, as further described in the current edition of the DOJ Grants Financial Guide.

If you have expended \$750,000 or more during the non-Federal entity's fiscal year in Federal awards, you must have a single or program specific audit conducted for that year in accordance with the provisions of this part.

If an audit discloses findings or recommendations, then a corrective action plan must be submitted along with the audit report and it must include the following: (a) The name and telephone number of the contact person responsible for the corrective action plan; (b) Specific steps taken to comply with the recommendations; (c) Timetable for performance and/or implementation dates for each recommendation; (d) Descriptions of monitoring to be conducted to ensure implementation.

A copy of the resultant audit report, if applicable, management letter issued by the auditor, corrective action plan and any written responses to the aforementioned should be forwarded to the LCLE. The audit report with attachments should be sent within 30 days after the completion of the audit, but no later than 9 months after the end of the audited period.

- (3) The subgrantee agrees to comply with all certified assurances made at the time of application.
- (4) Ten percent (10%) of federal funds will be withheld by Louisiana Commission on Law Enforcement until a monitoring review is performed, documented and subsequently approved by Louisiana Commission on Law Enforcement for release of this special condition.
- (5) Subgrantee agrees that it will review pertinent information regarding this subgrant award via the website, www.lcle.la.gov. This website contains miscellaneous reporting forms, instructions as well as links to state and federal guidelines that are necessary for compliance as set forth in the Certified Assurances agreed upon at the time of application.

- (6) Subgrantee must submit quarterly accountability metrics data related to training that officers have received on the use of force, racial and ethnic bias, de-escalation of conflict, and constructive engagement with the public. This data should be attached to quarterly program reports in Egrants on agency letterhead
- (7) Program Activity funded under this award (including subgrantee activity), throughout the project period may prohibit or in any way restrict--- (1) any government entity or --official from sending or receiving information regarding citizenship or immigration status as described in 8 U.S.C. 1373(a); or
 (2) a government entity or -agency from sending, requesting or receiving, maintaining, or exchanging information regarding immigration status as described in 8 U.S.C. 1373(b). For purposes of this award, any prohibition (or restriction) that violates this condition is an "information-communication restriction."
- (8) Subgrantee agrees to submit the performance measurement tool (PMT) as a requirement to the Bureau of Justice Assistance (BJA) via the BJA PMT system, <https://www.bjaperformancetools.org>, no later than the 10th day of the month following the reporting period and at the conclusion of the project period. Subgrantee agrees to attach the printed PMT report to the LCLE quarterly progress report which must be submitted by the 15th day of the month following the reporting period. Failure to submit the Quarterly Progress Report with the attached PMT report will delay reimbursement of funds.
- (9) Reimbursement of expenditures reported in the Equipment category is contingent upon Louisiana Commission on Law Enforcement's approval of the Inventory Report submitted through Egrants.
- (10) Supporting documents must accompany the first financial report.
 Examples of supporting documents are, but are not limited to:
 - 1. Personnel and Fringe – A payroll register that identifies employee, position, applicable pay period, gross salary, and if any, associated fringe benefits.
 - 2. Travel - Mileage logs, lodging invoices, conference agenda, airline boarding passes and receipts, etc.
 - 3. Equipment – Copies of invoices. These invoices should include the vendor's name, invoice number, item description, serial numbers for equipment (if applicable), quantity purchased and invoice amounts.
 - 4. Supplies & Operating Expenses Costs – Invoices or other documents demonstrating an obligation of payment to the vendor. Invoices/documents must identify vendor, item description and invoice amount.
 - 5. Contract Services – signed executed contract, copies of invoices for services. Invoices should include a description of the services billed to the subrecipient. (A duplicate contract is not needed for each fiscal report).

Expenditures will not be approved when expenditure supporting documents are not submitted with a fiscal report.

ACCEPTED ON BEHALF OF THE SUBGRANTEE:

(Name) (Title) (Date)

Honorable Pete Panepinto

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April 30, 2019

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CC: MasterFile

ADDENDUM
Byrne JAG 2017 AWARD LETTERS

Federal award date:
June 26, 2018

Total federal amount awarded - \$3,158,335

Total federal amount obligated - \$2,203,006

Approved federal and match budget is available for review within LCLE grants management system.

These federal funds are not used for Research and Development.