

RECOVERY ACT: EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT.

Funding Plans; Program Narrative; Performance Measure:

Prevention and Education Programs, Youth mentoring:

Cover the cost of Kennett Square Police Department Officers participation in Kennett School District Education Programs; **AFTER THE BELL** and Community Program **STUDY BUDIES**. The need for Police Officer participation in these programs is Youth Mentoring and to establish the goal of a positive bond between the youth of our Community and the Police Department. Police Department participation in these programs is currently not budgeted.

Community Relations and Crime Prevention:

Establishment of extra duty bicycle patrols. At the Kennett Square Police Department presently we have three (3) Police Patrol bicycles and four (4) Officers trained and certified in bicycle patrol. The bicycle patrols would be in addition to our regular duty patrols during non inclement weather conditions. The bicycle Officers will patrol the business and residential districts of Kennett Square Borough performing Community Relations and Crime Prevention. The use of Bicycle patrols in our Community will greatly help with the need to address Crime Prevention and better Community Relations. Bicycle Patrols are currently not budgeted. The performance indicator for this program will be determined by Police Department Administration in the examination of the Bicycle Patrol Officer's written Patrol Log. These Patrol Logs will be maintained separately.

The money received from this grant will allow the Kennett Square Police Department to establish and continue with these programs for approximately sixty (60) weeks.

Tracking of Expenditures:

A separate account will be established at our municipality to track and account for all expenditures for this grant. This account will be separate from other Borough funding.

Review Narrative:

The MOU and JAG application for Kennett Square Police Department was made available for review of our Public Safety Committee (Council Members, Borough Manager and Mayor) on April 8, 2009.

The MOU and JAG application were also publicly posted on the Kennett Square Borough Web-site on April 10, 2009.

Abstract:

Applicant's Name: Kennett Square Borough

Title of Project: Kennett Square Police Department Community Relations, Crime Prevention, and Youth Mentoring Program.

Goals and Strategies: Goals are to establish a closer relationship with our community and firmer bond with our youth. Police Administration will closely monitor the Patrol activity of the Bicycle Patrols and Youth Officer and make any necessary adjustments to reach the goals of this project.

Budget Detail Worksheet

Purpose: The Budget Detail Worksheet may be used as a guide to assist you in the preparation of the budget and budget narrative. You may submit the budget and budget narrative using this form or in the format of your choice (plain sheets, your own form, or a variation of this form). However, all required information (including the budget narrative) must be provided. Any category of expense not applicable to your budget may be deleted.

A. Personnel - List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization.

Name/Position	Computation	Cost
Position 1, Cpl. William Holdsworth	\$53.76 hr X 8hr X 7.5 eight hour blocks	\$3,225.60
Position 2 Cpl. Richard Bell	\$53.76 hr X 8hr X 7.5 eight hour blocks	\$3,225.60
Position 3 Ptlm. Matthew Cordone	\$50.22 hr X 8hr X 7.5 eight hour blocks	\$3,013.20
Position 4 Det. John Trevisan	\$50.22 hr X 8hr X 7.5 eight hour blocks	\$3,013.20
Position 5 Ptlm. Rodger Ollis (Part Time Officer)	\$19.25 hr X 6hr X 30 six hour blocks	\$3,465.00
Position 6		
SUB-TOTAL		\$15,942.60

B. Fringe Benefits - Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in budget category (A) and only for the percentage of time devoted to the project. Fringe benefits on overtime hours are limited to FICA, Workman's Compensation, and Unemployment Compensation.

Name/Position	Computation	Cost
Fringe benefit 1, each benefit entry is limited to one line		
Fringe benefit 2		
Fringe benefit 3		
Fringe benefit 4		
Fringe benefit 5		
SUB-TOTAL		\$0.00
Total Personnel & Fringe Benefits		\$15,942.60

C. Travel - Itemize travel expenses of project personnel by purpose (e.g., staff to training, field interviews, advisory group meeting, etc.). Show the basis of computation (e.g., six people to 3-day training at \$X airfare, \$X lodging, \$X subsistence). In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and the unit costs involved. Identify the location of travel, if known. Indicate source of Travel Policies applied, Applicant or Federal Travel Regulations.

Purpose of Travel	Location	Item	Computation	Cost
Travel entry 1, two lines per entry				
Travel entry 2				
Travel entry 3				
Travel entry 4				
Travel entry 5				
Travel entry 6				
Travel entry 7				

TOTAL \$0.00

D. Equipment - List non-expendable items that are to be purchased. Non-expendable equipment is tangible property having a useful life of more than two years and an acquisition cost of \$5,000 or more per unit. (Note: Organization's own capitalization policy may be used for items costing less than \$5,000). Expendable items should be included either in the "supplies" category or in the "Other" category. Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

Item	Computation	Cost
Equipment entry 1, one line per entry		
equipment entry 2		
equipment entry 3		
equipment entry 4		
equipment entry 5		

TOTAL \$0.00

E. Supplies - List items by type (office supplies, postage, training materials, copying paper, and expendable equipment items costing less than \$5,000, such as books, hand held tape recorders) and show the basis for computation. (Note: Organization's own capitalization policy may be used for items costing less than \$5,000). Generally, supplies include any materials that are expendable or consumed during the course of the project.

Supply Items	Computation	Cost
Supply item 1, one line per entry		
supply item 2		
supply item 3		
supply item 4		
supply item 5		
supply item 6		
supply item 7		
supply item 8		
supply item 9		
TOTAL		\$0.00

F. Construction - As a rule, construction costs are not allowable. In some cases, minor repairs or renovations may be allowable. Check with the program office before budgeting funds in this category.

Purpose	Description of Work	Cost
four lines per entry, use boxes below or an additional page for more space if required		
TOTAL		\$0.00

G. Consultants/Contracts - Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisition Regulations are followed.

Consultant Fees: For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant fees in excess of \$450 per day require additional justification and prior approval from OJP.

Name of Consultant	Service Provided	Computation	Cost
Supply item 1, one line per entry	maximum of three lines		
Supply item 1, one line per entry			
Supply item 1, one line per entry			
Supply item 1, one line per entry			
<i>Subtotal</i>			\$0.00

Consultant Expenses: List all expenses to be paid from the grant to the individual consultants in addition to their fees (i.e., travel, meals, lodging, etc.)

Item	Location	Computation	Cost
Consultant expense entry 1, one line per	maximum of three lines		
	maximum of three lines		
Consultant expense entry 1, one line per	maximum of three lines		
<i>Subtotal</i>			\$0.00

Contracts: Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source contracts in excess of \$100,000.

Item	Cost	
maximum of four lines, additional information should be attached on a separate sheet(s)		
maximum of four lines		
<i>Subtotal</i>		\$0.00
TOTAL		\$0.00

H. Other Costs - List items (e.g., rent, reproduction, telephone, janitorial or security services, and investigative or confidential funds) by major type and the basis of the computation. For example, provide the square footage and the cost per square foot for rent, or provide a monthly rental cost and how many months to rent.

Description	Computation	Cost
four lines per entry, use boxes below or an additional page for more space if required		
POLICE BICYCLE PATROL: Maintenance costs and materials, Officer Patrol gear.	Duration of grant. Any above pd for by municipality	\$763.40
TOTAL		\$763.40

I. Indirect Costs - Indirect costs are allowed only if the applicant has a Federally approved indirect cost rate. A copy of the rate approval, (a fully executed, negotiated agreement), must be attached. If the applicant does not have an approved rate, one can be requested by contacting the applicant's cognizant Federal agency, which will review all documentation and approve a rate for the applicant organization, or if the applicant's accounting system permits, costs may be allocated in the direct costs categories.

Description	Computation	Cost
one line per entry		
one line per entry		
TOTAL		\$0.00

Budget Summary- When you have completed the budget worksheet, transfer the totals for each category to the spaces below. Compute the total direct costs and the total project costs. Indicate the amount of Federal requested and the amount of non-Federal funds that will support the project.

Budget Category	Amount
A. Personnel	\$15,942.60
B. Fringe Benefits	\$0.00
C. Travel	\$0.00
D. Equipment	\$0.00
E. Supplies	\$0.00
F. Construction	\$0.00
G. Consultants/Contracts	\$0.00
H. Other	\$763.40
Total Direct Costs	\$16,706.00
I. Indirect Costs	\$0.00
TOTAL PROJECT COSTS	\$16,706.00
Federal Request	_____
Non-Federal Amount	_____

**INTER-MUNICIPAL GOVERNMENT AGREEMENT
BETWEEN THE MUNICIPALITY/CITY
OF KENNETT SQUARE BOROUGH AND THE
COUNTY OF CHESTER**

**RECOVERY ACT: JUSTICE ASSISTANCE GRANT (JAG) PROGRAM
AWARD**

This Agreement is made and entered into this _____ day of _____, 2009, by the County of Chester, acting by and through the Chester County Commissioners, hereinafter referred to as **COUNTY**, and the Municipality of Kennett Square Borough, acting by and through it's governing body, hereinafter referred to as **MUNICIPALITY**, both of Chester County, State of Pennsylvania, witnesseth:

WHEREAS, on February 17, 2009, President Obama signed the American Recovery and Reinvestment Act of 2009. The Act provides the U.S. Department of Justice with funding grants to assist state, local and tribal law enforcement to combat violence against women, to fight internet crimes against children, to improve the functioning of the criminal justice system, to assist victims of crime, and to support youth mentoring. In an effort to meet that commitment, the Department of Justice has identified fourteen (14) **COUNTY MUNICIPALITIES** that qualify for funding under this grant offering; and:

WHEREAS, each governing body finds that the performance of this Agreement is in the best interest of both parties, that the undertaking will benefit the public, and that all awarded funds shall be dispersed to the awarded **MUNICIPALITY**, upon receipt by the **COUNTY**. The **MUNICIPALITY** fund distribution will be that amount as specified in the grant. It shall be the responsibility of the **MUNICIPALITY** to establish and maintain an account as specified in the Grant Offering under the "Trust Fund" heading; and:

WHEREAS, the **MUNICIPALITY** will be responsible for the administration of funds including: monitoring the funds and submitting reports including performance measures and program assessment data to the **COUNTY** no less than five (5) calendar days after the end of each calendar quarter.

NOW THEREFORE, the **COUNTY** and **MUNICIPALITY** agree as follows:

Section 1:

Nothing in the performance of this Agreement shall impose any liability for claims against the **COUNTY** other than claims for which liability may be imposed by the Political Subdivision Tort Claims Act. (42 Pa.C.S.A.8541 et. Seq.)

Section 2:

Nothing in the performance of this Agreement shall impose any liability for claims against the **MUNICIPALITY** other than claims for which liability may be imposed by the Political Subdivision Tort Claims Act. (42 Pa.C.S.A.8541 et. Seq.)

Section 3:

Each party to this Agreement will be responsible for its own actions in providing services under this Agreement and shall not be liable for any civil liability that may arise from the furnishing of the services by the other party.

Section 4:

The parties to this Agreement do not intend for any third party to obtain a right by virtue of this Agreement.

Section 5:

By entering into this Agreement, the parties do not intend to create any obligations express or implied other than those set out herein. This Agreement shall not create any rights in any party not a signatory hereto.

Section 6:

It is understood that the allocation for Kennett Square Borough will be \$16,706.00

MUNICIPALITY: _____

COUNTY of CHESTER

Chairman

Chairman, County Commissioners

Date

Date

ATTEST:

Municipal Official & Title

County Official & Title

Date

Date

APPROVED AS TO FORM:

Municipal Solicitor

County Solicitor

Date

Date