

**NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES
OFFICE OF PUBLIC SAFETY**

SFY 2014/2015 GIVE INITIATIVE – REQUEST FOR APPLICATIONS

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I. INTRODUCTION

Crime in New York State has declined 13 percent since 2003, making it the third safest state in the nation and the safest large state in the country. A key component of New York's crime reduction strategy has been Operation IMPACT. Initiated in 2004 and operating in the 17 counties that account for the vast majority (86 percent) of violent crime outside of New York City, Operation IMPACT has supported local efforts to reduce crime.

Operation IMPACT has promoted cooperative relationships between federal, state and local law enforcement agencies and advanced the use of data driven decision making, contributing to a 14 percent decline in crime among IMPACT jurisdictions since 2003. However, most of this decline was due to reductions in property crime and despite many successes shootings and gun-related homicides in many jurisdictions remain above state and national averages. The time has come to build on the Operation IMPACT efforts by narrowing its focus and leveraging the best, evidence-based, analytic approaches.

This year, New York is launching a new effort called the GIVE (Gun Involvement Violence Elimination) Initiative. GIVE will build on the success of Operation IMPACT but focus exclusively on shootings, and homicides. GIVE will reduce shootings and homicides by promoting integrated, evidence-based strategies that include four core elements:

1. **People** – GIVE jurisdictions will target the key individuals and groups, also known as the “top offenders”, responsible for most gun violence.
2. **Places** – GIVE jurisdictions will target the key locations, or “hot spots”, where most violence is occurring.
3. **Alignment** – GIVE jurisdictions will align their efforts and coordinate strategies with other local violence-prevention efforts.
4. **Engagement** – GIVE jurisdictions will engage key stakeholders and the community at large, communicating and coordinating with them to ensure wide-ranging support.

Fully incorporating the elements identified above requires careful analysis and planning. Applicants of this RFA must conduct an initial assessment that includes the following:

- An analysis of the jurisdiction's current shooting and homicide challenges using data obtained by an agency crime analyst or regional Crime Analysis Center (CAC);
- A description, excluding sensitive identifying information, of the key individuals, groups, and locations, i.e. “key offenders” and “hot spots,” that drive the jurisdiction's shootings and homicide challenges, or the determination of a plan to identify this information;

- A description of the current resources available within the jurisdiction to respond to the challenges, including but not limited to other anti-violence programs supported by federal, state, or local agencies, e.g. Byrne Criminal Justice Innovation, SNUG, and other initiatives.

Next, applicants must identify evidence-based strategies to address their shooting and homicide challenges that are responsive to challenges and opportunities identified in their initial assessment. These strategies must also be consistent with the four core elements of GIVE: people, places, alignment and engagement. DCJS has conducted a national review and has identified six evidence-based strategies that focus on gun involved violence elimination which are consistent with the four core elements. Applicants must include one or more of these strategies, and proposals will be judged, in significant part, on the extent to which applicants incorporate and integrate the core elements of GIVE with their initial assessment along with the evidence-based strategies below.

1. **Problem-Oriented Policing**
2. **Hot Spot Policing**
3. **Focused Deterrence**
4. **Street Workers**
5. **Crime Prevention Through Environmental Design (CPTED)**
6. **Procedural Justice**

The strategies identified above are described in more detail in Section III B and Attachment 3 of this RFA.

Applicants are strongly encouraged to align person and place-based approaches by adopting multiple approaches from the list above. DCJS recognizes that some of these approaches are generally run in partnership with non-governmental organizations outside of the police department. Applicants may propose coordinating these approaches with an existing non-profit or non-governmental program or agency.

Finally, it is expected that all applicants will propose a strategy that demonstrates coordination with crime analysts or regional Crime Analysis Centers.

Applicants must explain in concrete terms how they plan to implement their proposal. In addition, applicants must describe how they will monitor implementation and measure outcomes. It is required that each application include specific and measurable performance measures that will be used to gauge the effectiveness of the strategy implemented. All jurisdictions must focus on shootings that involve injury and homicide. This will be detailed later in this RFA.

To support GIVE jurisdictions, DCJS will establish a statewide network in order to share information and provide training and technical assistance. Network activities will include regular meetings, conference calls, webinars, and peer-to-peer learning. GIVE participants will be required to participate in these cross-county learning opportunities. The GIVE network will offer participants a forum to highlight successes and identify;

obstacles, launching a constructive and candid conversation about what works and what doesn't in reducing firearm-related violence.

The GIVE Initiative's core elements, evidence-based strategies, and network all build upon the coordinated community framework already established by Operation IMPACT to better enable jurisdictions to reduce shootings, and homicides.

See Attachment 8, Contract Requirements, for more detailed information about the network sharing requirements of the GIVE application.

II. ELIGIBLE COUNTIES

The 17 counties that account for 86% of the Part I violent crime outside of New York City are eligible to apply for funding (See Attachment 1). The counties were selected based on the three-year (2010 – 2012) volume of reported Part I violent crime (murder, rape, robbery, aggravated assault).

A. ELIGIBLE AGENCIES

Each eligible county must develop a partnership that consists of the primary police department, District Attorney's office, Sheriff's office, and Probation. The Chief of Police for the primary police department and the District Attorney will be designated as the co-chairs of the partnership.

The following agencies within the 17 counties identified are eligible to receive funds:

- The primary Police Department (see Attachment 1)
- The District Attorney's Office
- County Sheriff's Offices
- County Probation Departments
- DCJS-designated secondary jurisdictions (see Attachment 2)
- Other agencies within eligible counties or primary jurisdictions that are approved by the co-chairs (e.g., not-for-profit agencies, crime labs, etc.)
- Local governmental agencies which require funding to address the needs of certain populations. If a non-profit agency is used to accomplish this goal, then a subcontract with an eligible agency will be required.

State and Federal agencies are ***not*** eligible to receive GIVE funding, but their participation is encouraged and their roles should be clearly defined by the applicant in their submission. Applicants are encouraged to engage and collaborate with the New York State Department of Corrections and Community Supervision and the New York

State Police.

All participating agencies must be actively engaged in the elimination of shootings and homicides. The application must clearly articulate the role of each of the partnership members and specifically how each of the agencies within the partnership will support and enhance the GIVE strategy.

B. ADDITIONAL ELIGIBILITY REQUIREMENTS

- Crime Reporting – All law enforcement agencies applying to receive GIVE funding must be up to date with their submissions of **ALL** crime reports at the time this application is submitted.
- Monthly Firearm Data – All law enforcement agencies applying to receive GIVE funding must be up to date with their submissions of Monthly Firearm Data Reports at the time this application is submitted.
- Complete Application – The application must be complete. DCJS reserves the right to allow applicants to correct minor omissions in applications received by the due date.
- Memorandum of Understanding – The co-chairs must submit a Memorandum of Understanding (MOU) signed by themselves and all participating partner agencies. In addition, partner agencies, (not including the co-chair agencies) must submit letters of support outlining the contribution each agency will make to the strategy.
- Application Submission – The application must be submitted via the DCJS Grants Management System **by noon on March 20, 2014.**

III. RESPONDING TO GIVE INITIATIVE RFA

All applicants, with the exception of four jurisdictions¹, must conduct an analysis of the jurisdictions current shootings and homicides and current reduction efforts. Kingston, Jamestown, Spring Valley and Middletown will be allowed to focus their assessment, analysis and strategy development on violent crimes. The response should also consider new, innovative, and evidence-based approaches that can enhance the jurisdictions efforts to eliminate gun involved violence. This section will require a detailed response for each of the areas below:

- Assessment, Analysis, Current Resources (25 points total)
- Strategy Development (40 points total)
- Performance Measures (15 points)

¹ DCJS has noted that four jurisdictions, Ulster (Kingston); Rockland (Spring Valley), Chatauqua (Jamestown) and Orange (Middletown) have a low volume of shootings involving injury or individuals killed by gun violence. Therefore, these jurisdictions are permitted to put forward a crime strategy that utilizes a broader assessment of violent crime.

- Budget Detail (20 points)

All responses with the exception of the four jurisdictions mentioned above, must be focused toward a reduction in shootings and homicides, and articulate how each component integrates the four core elements of GIVE: people, places, alignment, and engagement.

Please read the directions and subsequent guidelines and formatting instructions in Attachment 10 carefully. Responses that do not address each of the sections listed below and that do not adhere to the directions, formatting and guidelines will receive a reduction in points.

A. ASSESSMENT, ANALYSIS, AND CURRENT RESOURCES (25 POINTS)

Informed decision-making through data-driven policing is recognized as the foundation for effective strategies and crime reduction. As indicated above, this RFA is focused specifically on the reduction of shootings, and homicides. Please address each of the sections below when preparing your response.

1. Assessment

Prior to developing a strategy, applicants must complete an assessment of their community. Applicants must coordinate with a Crime Analyst or Crime Analysis Center to prepare a comprehensive analysis of shootings and homicides² and identify: patterns, trends, and locations. A summary of the significant points of the analysis should be submitted as part of this response. Agencies are encouraged to use up to three years of data for analyzing shootings, and homicides within the jurisdiction. DCJS has provided information to be used as a starting point to support the local assessment of their crime and community that will be undertaken in response to this RFA.

- **Attachment 5: Shooting Related Violence – Give Eligible Jurisdictions.** This table provides a three year (2011-2013) total for the number of reported violent crimes involving a firearm, shooting incidents, homicides and individuals killed by gun violence. The RFA suggests that grantees analyze up to three years of information when conducting the assessment required as part of the application. This provides information on the potential number of incidents that could be analyzed as part of the assessment.
- **Attachment 5a: Firearm-Related Violent Crime and Arrest Data (2011-2013) – Jurisdiction Specific.** DCJS has used reported crime information as well as arrest and criminal history records to provide additional jurisdiction specific information related to gun crimes, shootings, homicides and firearm-related homicides. Jurisdictions must review this

² Ulster (Kingston); Rockland (Spring Valley), Chatauqua (Jamestown) and Orange (Middletown) are required to prepare a comprehensive assessment and analysis of their firearm-related crime.

information as the first step in beginning the local assessment. The full assessment must then leverage local data which will be more specific and comprehensive.

- **Attachment 7: 2013 Violent Crime Counts and Rates Per 10,000 Population – GIVE Eligible Jurisdictions.** This table provides grantees with relative rates for violent crime and firearm counts for each jurisdiction in 2013. It includes the most current 2013 information and shows the level of violent crime, firearm-related crime, shooting incidents, homicides and firearm related homicides relative to other jurisdictions.

2. Analysis

Applicants should explain in their response how the data provided by DCJS along with the additional analysis provided by the Crime Analysts or Crime Analysis Center informs the jurisdictions picture of shootings and homicides and how this analysis will identify the underlying factors that contribute to the majority of shootings and homicides within their jurisdiction (e.g. gangs, narcotics).

All applicants must determine, or describe how they will determine “hot spots” and the rationale for choosing the eligibility criteria. Applicants must also explain how frequently the list of “hot spots” will be updated.

All applicants, including those that already create a top offender list, must determine, or explain how they will determine “top offenders” and the rationale for choosing eligibility criteria. Applicants must also explain how frequently the list of “top offenders” will be updated. No case specific information should be provided as part of this RFA.

3. Current Resources

Applicants must also assess the resources, programs, and initiatives that currently exist within their communities (street worker, mentoring, hot spot policing and call in programs, etc.). Applicants must describe how these resources will complement the GIVE goal of the reduction of shootings and homicides. Agencies that have adopted the Byrne Criminal Justice Innovation, SNUG, Operation Ceasefire, or Project Safe Neighborhoods initiatives, among others, must clearly demonstrate how these programs will coordinate with the proposed strategy and approaches.

B. STRATEGY DEVELOPMENT (40 points)

1. Core Elements of Strategy

Using the assessment, analysis, and current resources information obtained above, agencies, with the exception of those noted in footnote 1 above, must formulate a comprehensive strategy designed to reduce shootings and homicides that incorporate

all four core elements of GIVE:

- a) **People** – The strategy must target the key players (identified in Section III A) that are believed responsible for most shootings and homicides.
- b) **Places** – The strategy must identify and target the geographic locations, identified in Section III A, where most shootings and homicides occur.
- c) **Alignment** – The strategy must describe how it will coordinate and align the existing resources identified in Section III A in its efforts to reduce shootings and homicides.
- d) **Engagement** – The strategy must describe how it will communicate with and obtain ongoing support from key stake-holders, the community, and other local, state, and federal law enforcement agencies.

2. Required Evidence Based Approaches

Agencies must utilize the information identified in the response to Section III A to determine the approaches that will likely be effective in reducing shootings, and homicide within the jurisdiction. As noted above, Kingston, Jamestown, Spring Valley, and Middletown³ must utilize this information to determine effective approaches to reducing violent crime within the jurisdiction. Applications must include a strategy that includes at least one of the approaches noted below; however agencies are encouraged to implement a strategy that incorporates more than one. Agencies strategies must articulate enhanced integration with the Crime Analysis Centers or Crime Analysts in the implementation of these approaches.

Agencies must respond by explaining their strategy; the approaches they choose; how their strategy responds to the shooting and homicide problem in their jurisdiction; and how they will incorporate all four of the core elements of GIVE. A more detailed explanation of the approaches and examples of programs noted in bullets a-f can be found in Attachment 3.

- a) **Problem-Oriented Policing** – Problem-oriented policing is an approach to police work that focuses on problems rather than individual crimes, cases or incidents. A problem is something that causes harm to the citizenry as well as being an issue for the police. The problem may be the need to respond repeatedly to a series of incidents at a particular location.
- b) **Hot Spots Policing** – Hot spot policing strategies focus on small geographic areas or locations, usually in urban centers, where crime is concentrated. It is based on the understanding that there are settings with significant clusters of crime that generate a large proportion of the total

³ As noted above, DCJS has determined that these four jurisdictions have a low volume of shootings involving injury or individuals killed by gun violence. Therefore, these jurisdictions are required to put forward a crime strategy that utilizes an assessment of the violent crime.

crime reported in the broader community. The concentration of crime in small places or micro-locations (buildings or addresses, street segments, or blocks) allows for focused interventions that may take a variety of forms.

- c) **Crime Prevention Through Environmental Design (CPTED)** – CPTED may be a proactive or reactive activity which uses existing aspects of the environment, or modifies the environment, to decrease the likelihood of criminal activity. Environmental changes may be modifications to physical structures or vehicular or pedestrian traffic flow. CPTED can include both law enforcement and other community stakeholders.
- d) **Focused Deterrence** – Focused deterrence applies to specific criminal behaviors that are being conducted by a select group of chronic offenders in a particular area. It has been called “pulling levers” policing. The offenders who are targeted by the program are confronted about their criminal activities in a group setting, generally by a number of relevant agencies and organizations, and warned about the consequences of continuing to engage in the unacceptable behavior. Participants are also provided with the opportunity to obtain social services and assistance. Continuing involvement in criminal activity subjects a participant to increased police and law enforcement scrutiny, as well as enhanced sentences upon re-arrest.
- e) **Street Outreach Workers** – Street outreach workers have been used in a variety of ways, however, they frequently work with a young gang-involved target population. Their role is to reach out and engage members of the group in dialogue, activities, and services that are likely to lead them away from criminal involvement and towards more mainstream activities. This approach intervenes in disputes and interrupts violence. This effort aims to prevent retaliation and detect and resolve disputes that may lead to violent acts, including shootings and homicides.
- f) **Procedural Justice** – Procedural justice relates to the perceived fairness of law enforcement procedures and the interpersonal treatment during all law enforcement interactions with the community, including but not limited to: training, implementation of initiatives, and investigations. The focus is on process in contrast to consideration of the outcome of the process. Active engagement with the community pertaining to any law enforcement strategy and the processes around the strategy can constitute procedural justice.

Once awards are determined DCJS will provide technical assistance and training in order to assist jurisdictions in implementation of their strategy

For more detailed information on the above strategies, including links to outside sources, please see Attachment 3.

3. Plan

Applicants are required to explain how they will develop a clear and comprehensive plan that incorporates the assessment, analysis, current resources, core elements, and evidence based approaches described above.

Applicants that receive GIVE funding will be required to provide DCJS with a detailed plan. The plan provided to DCJS must specifically:

- Detail how “top offenders” will be identified and how the “hot spots” will be determined;
- Detail how the strategy from section B - 2 above will be implemented including a timeline;
- Explain how current resources and initiatives will be aligned to partner with this initiative, and
- Detail the efforts that will be taken to engage the community.

C. PERFORMANCE MEASURES (15 points)

A critical piece of the development and implementation of any crime reduction strategy is an assessment of the strategies’ effectiveness in achieving the desired outcome. The goal of GIVE strategies is the elimination of gun involved violence. As such, agencies must articulate the following:

- 1) A plan for measuring *implementation* of the proposed strategy
- 2) A plan for assessing the *effectiveness* of the strategy
- 3) A plan for measuring overall *outcomes* of the strategy

DCJS expects that agencies will monitor the number of shootings, shootings with injury, and homicides; however this assessment goes beyond the traditional approach of analyzing crime statistics to measure the effectiveness of a strategy. While criminal statistical data is one measurement of a strategy’s effectiveness, it is not the only measure. Jurisdictions will also be required to describe other detailed indicators of effectiveness of their strategies, such as: police calls, overtime, truancy data, dropout rates, or changes to the community environment.

IV. BUDGET DETAIL (20 Points)

DCJS has ranked all of the eligible GIVE Initiative jurisdictions, by county, based on the volume of violent crime by firearm. In counties where there are primary and secondary

jurisdictions eligible for GIVE funding, (Nassau (Nassau County PD and Hempstead), Orange (Newburgh PD and Middletown), and Westchester (Yonkers and Mount Vernon), the total statistics for both jurisdictions were included in the ranking analysis. Based on this ranking, DCJS has developed the following funding tiers:

- Erie and Monroe - Maximum request is \$2 million each.
- Suffolk, Nassau, Onondaga, and Westchester - Maximum request is \$1.5 million each.
- Orange, Niagara, Albany, Schenectady, Rensselaer- Maximum request is \$900,000 each.
- Oneida, Dutchess, Broome- Maximum request is \$500,000.
- Rockland, Chautauqua, Ulster- Maximum request is \$250,000.

Applicants are reminded that the GIVE RFA is a competitive process and no award is guaranteed. In jurisdictions where more than one police agency is eligible for funding (Orange, Nassau, Westchester), the total amount of the combined county application cannot exceed the amount noted above.

Please review Attachment 4 for further clarification on the funding tiers.

The GIVE Initiative provides funding and resources to reduce shootings and homicides, except as set forth above in connection with footnote 1. Budget requests must:

- Identify each part of the strategy proposed;
- Clearly enhance and promote the shooting and homicide reduction strategies;
- Each line item must provide specific justification to its role in the implementation of the strategy;
- Include funding for each jurisdiction to travel to DCJS-sponsored events. A breakdown of all events that agencies will be expected to participate in can be found in Part B, Number 5 of this section.

A. Restrictions

The following restrictions apply to the GIVE Initiative funding requests:

- Applicant's overall funding request for the strategy and all approaches ***may not exceed*** the amount defined in the Budget Detail.
- Requests for funding that do not clearly justify how the requested positions to be funded will support the reduction of shootings and homicides or the enhancement of the CAC/crime analysts **will not be considered**. All positions must be directly related to the implementation of the strategy. No support or administrative positions will be funded.

- DCJS may disallow or reduce requested budget amounts because the request lacks clear justification, including failing to make the link between the budget request and the strategy proposed; and/or not adequately supporting the dollar amount requested through the information provided.
- Budget reallocations requested on final contracts will be carefully reviewed and require sufficient justification including the reason for the request, how the strategy will benefit from the modification and the impact of not expending the funds as originally requested and awarded. Circumstances do arise that require the need to reallocate, but requests to do so should be limited. As such, applicants should carefully consider all budget requests to ensure they are critically needed, and are accurately estimated so as to be reasonably certain that amounts awarded will be expended fully within the contract period. All final reallocation requests must be requested by April 30, 2015 and support the continued implementation of the strategy.

B. Purpose Areas

All funding requests must relate directly to the proposed GIVE Initiative strategy. Funding requests not directly related to the GIVE strategy will not be granted. Examples of acceptable purpose areas for funding include, but are not limited to, the following:

1. **Personnel** – All personnel supported through GIVE funding, whether as employees or as contractors, must devote their work day, commensurate with the percentage of salary GIVE supports, working on the goals and objectives of the GIVE strategy. Fully funded supported positions may not take on unrelated duties. **Requests to fund positions to support activities unrelated to the strategy will not be considered.** No support or administrative positions will be funded. All positions funded must be dedicated to the program.
2. **Crime Analysis & Intelligence-Led Policing** – As a vital component of all GIVE Initiative strategies', requests for software and other crime analysis tools and crime analyst positions are acceptable. Applicants are encouraged to explore methods of sharing resources, information, and data at the county, regional, and statewide levels that enhance crime analysis and support intelligence-led policing.
3. **Intelligence Development** – Budget requests that will enhance agency field intelligence capacity are acceptable requests.
4. **Enforcement/Investigative Component** – Requests for overtime funding for extra investigative and enforcement operations conducted as part of the strategy are acceptable, provided the requests are directly related to specific operations and other enforcement efforts of the strategy and clearly outlined in the budget justification.
5. **Travel and Training Funds** – Funding to support travel costs to attend meetings, trainings and conferences sponsored or encouraged by DCJS are acceptable

requests. NOTE: Funded personnel and command staff are required to make every effort to attend appropriate DCJS sponsored training, meetings and conferences. Requests falling outside of these parameters will not be considered for funding. DCJS intends to host 1-2 single-day “roundtable” style meetings held at the regional level, as well as 1-3 jurisdictional Crime Trends briefings to be held in Albany in 2014 – 2015. Agencies are encouraged to plan their funding requests to address any anticipated costs they may incur in order to attend these meetings as well as any other travel that fosters cross-county information sharing.

C. Unallowable Items

1. Funds cannot be used to purchase vehicles, firearms or conductive energy devices (e.g., Tasers and Stingers).
2. Confidential funds and buy money are limited to 10% of the partnership budget for each agency requesting funds (these funds may also be used to purchase illegal firearms).
3. General office supplies and equipment.
4. Funds cannot be used for fringe benefit costs for overtime expenses.
5. Federal and state agencies are not eligible to receive funds through this RFA.
6. Air cards, Leads Online, truancy programs, and support personnel not specifically tied to the GIVE strategy.

Any funds not distributed initially pursuant to this RFA or not expended by the end of the contract period by the grantee can be distributed subsequently to support other GIVE Initiative or related crime reduction activities according to a plan to be developed by the Commissioner of the Division of Criminal Justice Services.

D. M/WBE Requirements

The New York State Division of Criminal Justice Services (DCJS) recognizes its obligation under New York State Executive Law Article 15-A to promote opportunities for the participation of certified minority-and women-owned business enterprises (M/WBEs), as well as the employment of minority group members and women in the performance of DCJS contracts.

All DCJS grant contracts in excess of \$25,000 require grant recipients to document good faith efforts to provide meaningful participation by M/WBEs as subcontractors or suppliers in the performance of grant contracts, as well as the employment of minority group members and women.

Accordingly, applicants requesting in excess of \$25,000 must submit a M/WBE

Equal Employment Opportunity Staffing Plan (DCJS-3300), a Local Assistance M/WBE Subcontractor/Supplier Utilization Proposal Form (DCJS-3301) and a Local Assistance M/WBE NPS Discretionary Budget Determination Worksheet (DCJS-3309) as instructed in Attachment 11. (Note: Submit as Word and/or Excel document attachments as warranted.)

DCJS will review the submitted Local Assistance M/WBE Equal Employment Opportunity Staffing Plan, the Local Assistance M/WBE Subcontractor/Supplier Utilization Proposal Form and Local Assistance M/WBE NPS Discretionary Budget Determination Worksheet and advise the applicant of DCJS' acceptance once an award determination is made. There are no points attributable to this component of the application.

V. APPLICATION EVALUATION CRITERIA

Applications that are complete (as described in the Final Checklist) and received by the deadline date will be rated and considered for an award.

A. Minimum Eligibility Criteria

Reviewers will rate the following criteria with a 'Yes' or 'No' response. A 'No' response to any one of the categories below will immediately disqualify the application from further review.

1. The application (one per county) is submitted electronically via the DCJS Grants Management System (GMS) **by noon on March 20, 2014.**
2. The applicant meets eligibility requirements (see Section II, Eligibility).
3. The application is complete and includes, as attachments to GMS, Responses A, B & C, an MOU signed by all partner agencies, partner agency letters of support, and any other appropriate attachments to the application. (DCJS reserves the right to allow an applicant to correct minor omissions in the documentation submitted rather than disqualify the applicant's proposal.)
4. The application includes a single budget narrative for the partnership completed in a Microsoft Word document.
5. No crime data reports are delinquent for the primary and secondary police departments as described in Section II "**Eligibility**".

B. Evaluation and Rating Criteria

Applications will be evaluated using a competitive multi-tiered review system. The applications will be read and evaluated by all reviewers based on the criteria set forth in this RFA. Applications are scored based on the point values listed in each section below,

and the volume of shooting incidents and homicides within the jurisdictions is taken into consideration in the final funding decision. Priority will be given to higher crime jurisdictions. The final tier of the application review process is conducted by the Commissioner of DCJS and is described below under “Final Evaluation”.

Applications may receive up to a maximum of 100 points as described below:

RESPONSE A – Assessment, Analysis, and Current Resources (25 Total Points)

- 1) Does the jurisdiction provide an adequate assessment of the underlying factors that contribute to the majority of shootings and homicides within their jurisdiction?
- 2) Was this assessment performed with the assistance of the Crime Analysis Center or Crime Analyst?
- 3) Did the applicant summarize the analysis of their shootings and homicides?
- 4) Did the applicant identify patterns, trends, and locations of shootings and homicides?
- 5) Did the applicant utilize DCJS crime statistics, along with their own crime analysis, using up to three years of shooting and homicide data?
- 6) Did the applicant describe the criteria used to develop a list of “top offenders”?
- 7) Did the applicant summarize how they plan to develop and monitor a “top offender” list?
- 8) Did the applicant provide a summary of the criteria used to develop a list of “hot spots”?
- 9) Did the applicant summarize how they plan to develop and monitor a list of “hot spots” ?
- 10) Did the jurisdiction name other programs and resources that currently exist that are used to reduce shootings and homicides?
- 11) Does the application describe how the applicant plans to coordinate resources and prevention efforts with state agencies such as DOCCS and the New York State Police?
- 12) Does the application adequately address the information requested and include the required components established through the RFA?
- 13) Are the answers clear and comprehensive?

RESPONSE B – STRATEGY DEVELOPMENT (40 Total Points)

- 1) Is the strategy based on the results of the crime analysis?

- 2) Does the proposed strategy include more than one approach as defined in Section B?
- 3) Does the strategy include an element of how the agency will address “top offenders”?
- 4) Does the strategy indicate a plan for addressing “hot spots” within the jurisdiction?
- 5) Did the agency state a plan for incorporating existing programs and resources into their proposed strategy?
- 6) Does the strategy ensure coordination and alignment with other violence-prevention efforts in the community?
- 7) Does the strategy articulate the manner in which the agency will obtain active engagement with key stake-holders, the community, and other law enforcement agencies?
- 8) Does the strategy provide for the ongoing use of timely and relevant crime data?
- 9) Does the strategy articulate the enhanced integration of the Crime Analysis Center and/or Crime Analysts?
- 10) Is the applicant’s plan to eliminate shootings and homicides multifaceted, employing various approaches?
- 11) Does the applicant clearly articulate how they will develop a plan that will be provided to DCJS on the implementation of the strategy?
- 12) Does the application adequately address the information requested and include the required components established through the RFA?
- 13) Are the answers clear and comprehensive?

RESPONSE C - Performance Measures (15 Total Points)

- 1) Does the applicant include a plan for the continued monitoring and evaluation of shootings and homicides?
- 2) Does the applicant include a plan for measuring the implementation of the strategy?
- 3) Does the applicant include a plan for assessing the effectiveness of the strategy?
- 4) Does the applicant include quantified performance measures to monitor the effectiveness of the planned strategy?
- 5) Does the applicant provide detailed measurements, other than crime statistics, to measure the effectiveness of the strategy?

- 6) Does the response address the request for application?
- 7) Are the answers clear and comprehensive?

RESPONSE D - BUDGET DETAIL (20 Total Points)

- 1) Did the applicant comply with the funding restrictions set forth in this RFA?
- 2) Are budget lines directly related to program implementation and sufficiently justified?
- 3) Is there a clear relationship between the budgeted items and resource requirements identified in the applicant's GIVE strategy?
- 4) Are the roles of budgeted personnel well defined and essential to the applicant's strategy to reduce shootings and homicides?
- 5) Is the time allotment specified for proposed personnel commensurate with the amount of funding requested for that position?
- 6) Are non-personnel service items essential and directly related to the strategy?
- 7) Are budgeted amounts reasonable and calculated based on adequate supporting detail (e.g., number of hours worked, hourly rates, percent-of-effort (FTEs), fringe rates, unit costs, etc.)?
- 8) Is there sufficient detail with regard to requests for overtime to conduct operations?
- 9) Are all requested items allowable costs for this RFA?

D. FINAL EVALUATION

Subsequent to staff review and scoring, the Commissioner of the Division of Criminal Justice Services will review each application and the scored evaluations conducted by DCJS staff. The Commissioner will make final decisions regarding the funding of projects and individual award amounts based on the criteria set forth in this RFA, including the quality of each application and the recommendations of staff reviewers. The Commissioner reserves the right to consider the applicants shooting and homicide data when making a final determination regarding the amount awarded to each applicant.

VI. RFA INQUIRIES

Applicants are encouraged to submit questions regarding this RFA via email. From the issuance of this RFA until notification of awards, all contacts concerning this RFA must be made to dcjsfunding@dcjs.ny.gov. **All questions must be received by 5:00 p.m.**

EST, February 26, 2014. Answers to questions received by the deadline will be posted on or about March 3, 2014 on DCJS' website at <http://criminaljustice.ny.gov/ofpa/newrfp.htm>. Hard copies of the answers will be faxed or mailed upon request.

VII. SUBMISSION DEADLINE

All applications in response to this RFA must be submitted electronically using the DCJS Grants Management System (see Attachment 6) **by noon on March 20, 2014.**

Applications electronically submitted on GMS after noon on that date will automatically be disqualified from review and funding consideration. In addition, any required documentation must be included in GMS as an attachment by the deadline to avoid being disqualified. DCJS reserves the right to allow applicants to correct minor omissions rather than disqualify an application.

VIII. NOTIFICATION OF AWARD

Applicants recommended for funding will be advised by DCJS through a letter of notification. Once a project is approved, contracts will then be negotiated and developed. An applicant whose proposal is not selected for funding will be so notified by letter. **Notification letters will be sent on or about May 2, 2014.** In the event that DCJS and the successful applicant cannot execute a contract within **ninety days** of notification of selection of the applicant, then DCJS reserves the right to rescind the award and redistribute the funds at the discretion of the Commissioner of the Division of Criminal Justice Services.

ATTACHMENT 1

PRIMARY POLICE DEPARTMENTS & DESIGNATED CO-CHAIRS GIVE INITIATIVE – FY 2014 - 2015

Note: The Co-Chairs of the partnership are the District Attorney and the Chief of Police in the Primary Law Enforcement Agency noted below.

Albany County
Albany City PD

Orange County
Newburgh City PD

Broome County
Binghamton City PD

Niagara County
Niagara Falls City PD

Chautauqua County
Jamestown City PD

Rensselaer County
Troy City PD

Dutchess County
Poughkeepsie City PD

Rockland County
Spring Valley Village PD

Erie County
Buffalo City PD

Schenectady County
Schenectady City PD

Monroe County
Rochester City PD

Suffolk County
Suffolk County PD

Nassau County
Nassau County PD

Ulster County
Kingston City PD

Oneida County
Utica City PD

Westchester County
Yonkers City PD

Onondaga County
Syracuse City PD

ATTACHMENT 2

DCJS-Designated Secondary Law Enforcement Agencies

The most recent analysis conducted by DCJS of the three-year (2010-2012) volume of reported Part 1 violent crime throughout the State revealed that three jurisdictions (not including the primary jurisdictions identified in Attachment 1) had a high enough violent crime volume to warrant conducting their own operations aimed at reducing shootings and homicides within their jurisdiction¹.

These jurisdictions may request GIVE Initiative funding that will allow them to conduct crime reduction initiatives **within their own jurisdiction**. They are:

Nassau County:	Hempstead Police Department
Orange County:	Middletown Police Department
Westchester County:	Mt. Vernon Police Department

¹ DCJS has noted that Middletown had a low volume of shootings involving injury and individuals killed by gun violence. Therefore, Middletown is permitted to put forward a crime strategy that utilizes a broader assessment of violent crime.

ATTACHMENT 3

The following are the approaches that proposals must address either individually or in combination. Specific program implementations frequently include components of more than one approach. All approaches must be formulated based on the four core elements of people, places, alignment, and engagement with the primary goal of the elimination of gun-involved violence. References to additional materials on each of the approaches are included:

Problem-Oriented Policing – Problem-oriented policing is an approach to police work that focuses on problems rather than individual crimes, cases or incidents. A problem is something that causes harm to the citizenry as well as being an issue for the police. The problem may be the need to respond repeatedly to a series of incidents at a particular location. It may be a series of similar events occurring over a broader area. Whatever it is, it requires extensive analysis combined with the collective experience of law enforcement professionals to develop new, creative and effective solutions. These solutions may require some actions on the part of entities outside of the law enforcement community (e.g. traffic and roadway planners, community developers, social service agencies, school systems) in addition to steps implemented by police, probation, parole and the courts. Finally, new responses need to be evaluated so that feedback can be provided to the implementers to fuel further analysis which can be used to continue to refine solutions.

For resources on Problem-Oriented Policing see: <http://www.popcenter.org/> and <https://www.crimesolutions.gov/ProgramDetails.aspx?ID=280>

Hot Spots Policing – Hot spot policing strategies focus on small geographic areas or locations, usually in urban centers, where crime is concentrated. It is based on the understanding that there are settings with significant clusters of crime that generate a large proportion of the total crime reported in the broader community. The concentration of crime in small places or micro-locations (buildings or addresses, street segments, or blocks) allows for focused interventions that may take a variety of forms. Analysis is necessary to identify the locations and the nature of the crime that characterizes these locations. Approaches may range from directed patrols and heightened levels of traffic enforcement to aggressive disorder enforcement and problem-oriented policing to address the location-specific issues that have been identified through analysis.

For resources on Hot Spots Policing see: <http://nij.gov/topics/law-enforcement/strategies/hot-spot-policing/Pages/welcome.aspx>

Crime Prevention Through Environmental Design (CPTED) – Crime Prevention Through Environmental Design may be a proactive or reactive activity which uses existing aspects of the environment, or modifies the environment, to decrease the likelihood of criminal activity. As a proactive activity, this may occur as new developments are being planned. When reactive, it is likely to be a response to a particular event or series of events. Environmental changes may be modifications to physical structures or vehicular or pedestrian traffic flow. They may entail

“target hardening” by modifying access points, installing spot lights or adding video surveillance. They may involve broader changes to the surrounding environment, such as cleaning up communities, modifying street lighting, fixing broken windows, adding parks and recreation or encouraging outdoor communal social activities. CPTED is an activity that can include a wide variety of law enforcement and community stakeholders.

For resources on CPTED see: <https://www.bja.gov/evaluation/program-crime-prevention/cpted1.htm>

Focused Deterrence – Focused deterrence applies problem-oriented policing to specific criminal behaviors that are being conducted by a select group of chronic offenders in a particular area. It has been called “pulling levers” policing. The offenders who are targeted by the program are confronted about their criminal activities in a group setting, generally by a number of relevant agencies and organizations, and warned about the consequences of continuing to engage in the unacceptable behavior. Presenters at these sessions may include local and state law enforcement, local and federal prosecutors, and representatives of parole or probation agencies, as well as members of local support groups or service agencies who can assist the target group in moving away from a pattern of criminal behavior. Any and all “levers” that can be pulled to influence the behavior of potential future offenders, whether negative sanctions or positive reinforcements, may be incorporated.

For resources on Focused Deterrence see:

<http://www.crimesolutions.gov/PracticeDetails.aspx?ID=11> and <http://cops.usdoj.gov/Publications/e041218460-508.pdf>

Street Outreach Workers – Street outreach workers have been used in a variety of ways, however, they frequently work with a young gang-involved target population. Their role is to reach out and engage members of the group in dialogue, activities and services that are likely to lead them away from criminal involvement and towards more mainstream activities. Outreach workers need to represent the community they are working with culturally and ethnically. They must be familiar with the gang culture and be able to work with high-risk youth. They must have ties to the local community and relationships with community members. Their role relative to local law enforcement must be carefully defined. In order to be effective they must be viewed by the community as a non-law enforcement actor, but at the same time they need to be involved in active information exchange with the law enforcement community (both in order to notify law enforcement of pending criminal activity and to obtain information necessary from law enforcement to keep themselves safe and enhance their ability to do their jobs). Striking the appropriate balance can be challenging.

For resources on Street Outreach Workers see:

<http://www.nationalgangcenter.gov/Content/Documents/Implementation-Manual/Implementation-Manual-Chapter-9.pdf> and <http://www.mass.gov/eopss/funding-and-training/justice-and-prev/grants/shannon-csi/shannon-pub-4.pdf>

Procedural Justice - Procedural justice relates to the perceived fairness of procedures and interpersonal treatment while a case is processed. The focus is on process in contrast to consideration of the outcome of the process. Research has demonstrated that, particularly in a court setting, perceived procedural justice can increase compliance with court orders and reduce illegal behavior. However, these key elements can be applied in any criminal justice context.

- Participants believe processes are procedurally just when they feel there was an opportunity to be heard during processing.
- Participants believe processes are procedurally just when they are treated with respect.
- Participants believe processes are procedurally just when they believe that decision making is unbiased and consistent.
- Participants' perception of procedural justice improves when they understand what is taking place and what their responsibilities are within the framework of the process.
- Participants' perception of procedural justice improves when those doing the processing demonstrate an interest in the needs of those being processed.

For resources on Procedural Justice see: <http://www.courtinnovation.org/topic/procedural-justice>

ATTACHMENT 4

MAXIMUM FUNDING REQUESTS

County Partnership (PD, Sheriff, Probation, DA)	Maximum Request
Erie County	2 Million each max. request
Monroe County	
Suffolk County	1.5 Million each max. request
Nassau County	
Onondaga County	
Westchester County	
Orange County	900K each. Max. request
Niagara County	
Albany County	
Schenectady County	
Rensselaer County	
Oneida County	500K each max. request
Dutchess County	
Broome County	
Rockland County	250K each. Max. request
Chautauqua County	
Ulster County	

In counties where more than one police agency is eligible for funding (Nassau, Orange, Westchester) the combined applications cannot exceed the total noted above

ATTACHMENT 5

**Shooting Related Violence
GIVE Eligible Jurisdictions**

Ranked by Violent Crime Involving a Firearm

January 2011 - December 2013

Jurisdiction	Violent Crimes Involving a Firearm	Shooting Incidents Involving Injury	Homicides	Individuals Killed by Gun Violence
Buffalo City PD	3,049	617	131	105
Rochester City PD	2,036	517	107	70
Suffolk County PD	1,326	187	82	39
Syracuse City PD	827	238	46	30
Nassau County PD	781	114	31	19
Mount Vernon City PD	421	68	18	13
Albany City PD	418	104	16	10
Niagara Falls City PD	367	67	10	6
Newburgh City PD	354	100	14	8
Hempstead City PD	348	97	27	17
Yonkers City PD	332	41	17	10
Schenectady City PD	320	57	18	5
Troy City PD	264	28	8	4
Utica City PD	236	41	11	7
Poughkeepsie City PD	212	62	15	11
Binghamton City PD	101	12	6	3
Middletown City PD	74	9	5	2
Jamestown City PD	51	2	0	0
Spring Valley Vg PD	47	1	2	0
Kingston City PD	34	8	1	0

Source: DCJS, UCR/IBR Reporting System

Data as of 02/03/2014

Attachment 5-A

Firearm-Related Violent Crime and Arrest Data (2011-2013)

Jurisdiction Specific

GIVE applicants are expected to propose an evidence-based strategy that incorporates the four core elements of: people, places, alignment and engagement. As part of their response applicants are required to work with local Crime Analysts or a Crime Analysis Center and perform an assessment of their jurisdiction's shootings and homicides¹. To assist with this assessment DCJS has used reported crime information as well as arrest and criminal history records to provide additional, jurisdiction specific, information related to gun crimes, shootings and firearm-related homicides. This information can be useful for applicants in developing a strategy that addresses the core element of "people" i.e. key players". Jurisdictions should review this information as a part of their assessment. However, the full assessment conducted by the applicant must leverage local data specifically data on the core elements of "people" and "places" to compile a specific and comprehensive assessment of the jurisdiction. The DCJS data serves as a starting point.

The one page summary for each jurisdiction includes the following information:

- A table showing how shooting incidents, homicides and selected firearm related crimes have trended over the past three years, and how 2013 compares to the five year average.
- A bar chart showing the 12 months of recent activity for shooting incidents and individuals killed, as well as a comparison to last year and the five year average. This bar chart shows activity for each month, allowing jurisdictions to focus on the time periods with the highest volume of incidents.
- A table showing the percent of total reported homicides that involve a firearm. This ranges from 0% to 80% in the eligible sites.
- A table showing age and criminal history of individuals arrested for firearm charges in the last three years. The majority of these arrestees are 25 or under, and 50% of those arrested in targeted sites have no prior convictions or adjudications. Most have had their first arrest as teenagers, with the median age of first arrest of 17.8. Although limited, this information can help grantees think through what local data will be most helpful in identifying top offenders that are believed to be actively involved in firearm related crime. .
- A table showing the proportion of individuals arrested for a firearm related charge who are under parole or probation supervision. This information can help to guide discussions between the primary jurisdiction and local parole or probation offices on targeting the strategy to specific offenders. Although parolees and probationers are sometimes very criminally active

¹ DCJS has noted that four jurisdictions, Ulster (Kingston); Rockland (Spring Valley), Chatauqua (Jamestown) and Orange (Middletown) have a low volume of shootings involving injury or individuals killed by gun violence. Therefore, these individuals are required to put forward a crime strategy that utilizes an assessment of their violent crimes.

and may be targeted as part of the GIVE initiative, the majority of individuals arrested with a firearm are not under formal supervision.

- A table showing the age of all firearm-related homicide victims that were reported by the jurisdiction is provided. Across all sites, 48% of firearm-related victims are committed by individuals 25 or under.

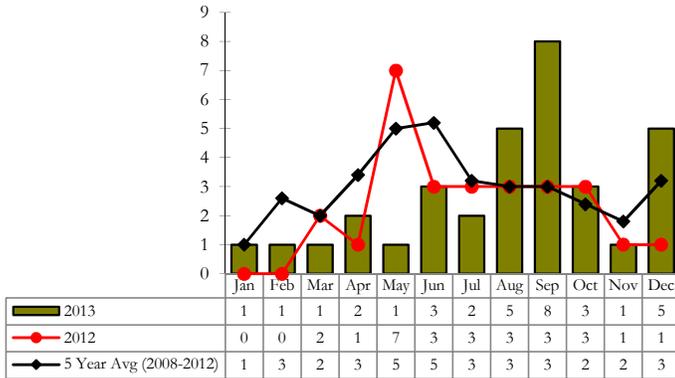
Albany City PD

2012 Population: 98,187

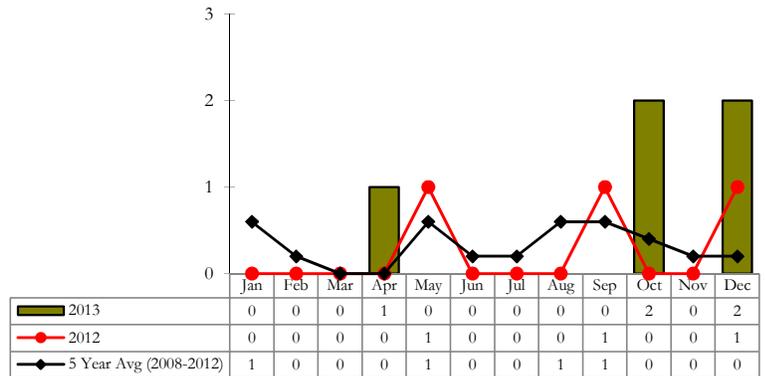
Firearm-Related Violence 2011 - 2013

	Annual				% Change	
	2011	2012	2013	5 Yr. Avg (2008-2012)	13 vs. 12	2013 vs. 5 Yr. Avg
Shooting Incidents Involving Injury	44	27	33	36	22.2%	-7.8%
Shooting Homicides	2	3	5	4		
Firearm Related Robbery	91	62	67	86	8.1%	-22.1%
Firearm Related Aggravated Assault	78	52	57	68	9.6%	-15.7%

Shooting Incidents Involving Injury



Individuals Killed by Gun Violence



Homicides (2011 - 2013)

Total			Domestic			Non-Domestic		
Total	Firearm	% Firearm	Total	Firearm	% Firearm	Total	Firearm	% Firearm
16	10	62.5%	2	1	50.0%	14	9	64.3%

Person Arrested or Arraigned with Firearm Charges (2011 - 2013)

Count	Prior Conviction History			Age at Arrest						Median Age at First Arrest
	Felony	Misd Only	None	Under 18	18-21	22-25	26-29	30-34	35+	
274	43.1%	12.8%	44.2%	13.1%	30.3%	19.0%	11.3%	10.2%	16.1%	17.3

Supervision Status Among Persons Arrested or Arraigned for Firearm Charges (2011 - 2013)

Count	Unsupervised	On Probation		On Parole	
		Count	%	Count	%
274	220	27	9.9%	27	9.9%

Firearm Homicide Victims - Non-Domestic (2011 - 2013)

Count	Age of Victim					
	Under 18	18-21	22-25	26-29	30-34	35+
9	0.0%	11.1%	33.3%	33.3%	0.0%	22.2%

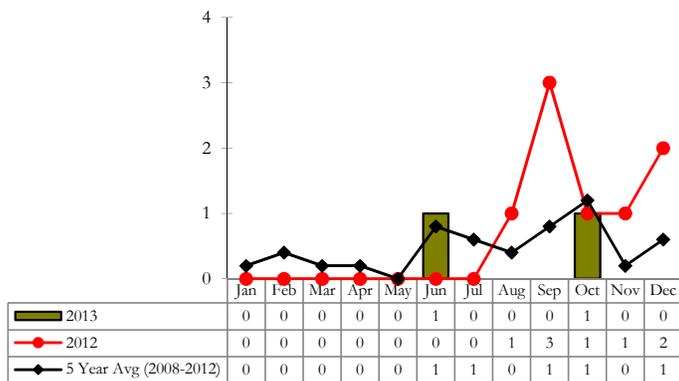
Binghamton City PD

2012 Population: 47,250

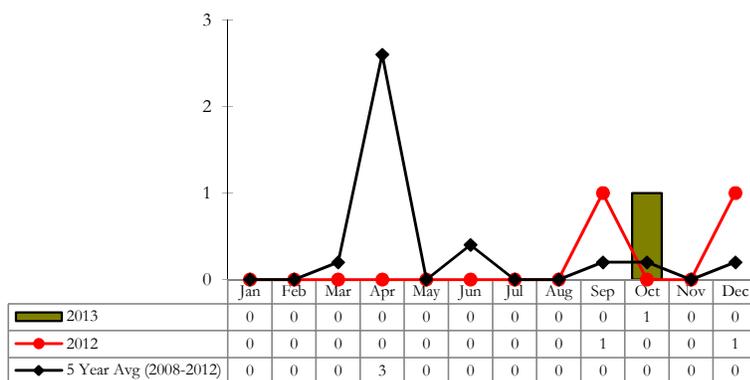
Firearm-Related Violence 2011 - 2013

	Annual				% Change	
	2011	2012	2013	5 Yr. Avg (2008-2012)	13 vs. 12	2013 vs. 5 Yr. Avg
Shooting Incidents Involving Injury	2	8	2	6		
Shooting Homicides	0	2	1	4		
Firearm Related Robbery	18	12	22	13	83.3%	64.2%
Firearm Related Aggravated Assault	14	20	12	14	-40.0%	-13.0%

Shooting Incidents Involving Injury



Individuals Killed by Gun Violence



Homicides (2011 - 2013)

Total			Domestic			Non-Domestic		
Total	Firearm	% Firearm	Total	Firearm	% Firearm	Total	Firearm	% Firearm
6	3	50.0%	1	0	0.0%	5	3	60.0%

Person Arrested or Arraigned with Firearm Charges (2011 - 2013)

Count	Prior Conviction History			Age at Arrest						Median Age at First Arrest
	Felony	Misd Only	None	Under 18	18-21	22-25	26-29	30-34	35+	
91	35.2%	11.0%	53.8%	17.6%	25.3%	24.2%	7.7%	9.9%	15.4%	17.4

Supervision Status Among Persons Arrested or Arraigned for Firearm Charges (2011 - 2013)

Count	Unsupervised	On Probation		On Parole	
		Count	%	Count	%
91	78	7	7.7%	6	6.6%

Firearm Homicide Victims - Non-Domestic (2011 - 2013)

Count	Age of Victim					
	Under 18	18-21	22-25	26-29	30-34	35+
3	0.0%	0.0%	0.0%	66.7%	0.0%	33.3%

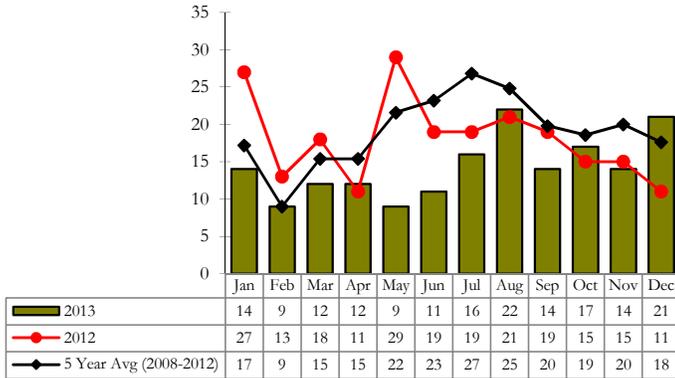
Buffalo City PD

2012 Population: 262,434

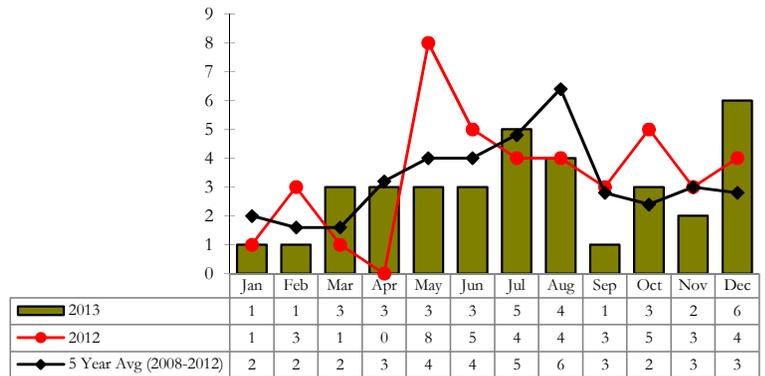
Firearm-Related Violence 2011 - 2013

	Annual				% Change	
	2011	2012	2013	5 Yr. Avg (2008-2012)	13 vs. 12	2013 vs. 5 Yr. Avg
Shooting Incidents Involving Injury	229	217	171	229	-21.2%	-25.5%
Shooting Homicides	29	41	35	39	-14.6%	-9.3%
Firearm Related Robbery	578	574	481	579	-16.2%	-17.0%
Firearm Related Aggravated Assault	411	456	424	471	-7.0%	-9.9%

Shooting Incidents Involving Injury



Individuals Killed by Gun Violence



Homicides (2011 - 2013)

Total			Domestic			Non-Domestic		
Total	Firearm	% Firearm	Total	Firearm	% Firearm	Total	Firearm	% Firearm
131	105	80.2%	10	3	30.0%	121	102	84.3%

Person Arrested or Arraigned with Firearm Charges (2011 - 2013)

Count	Prior Conviction History			Age at Arrest						Median Age at First Arrest
	Felony	Misd Only	None	Under 18	18-21	22-25	26-29	30-34	35+	
1,823	22.8%	16.1%	61.1%	14.9%	35.7%	19.4%	10.3%	8.3%	11.4%	17.6

Supervision Status Among Persons Arrested or Arraigned for Firearm Charges (2011 - 2013)

Count	Unsupervised	On Probation		On Parole	
		Count	%	Count	%
1,823	1,566	155	8.5%	102	5.6%

Firearm Homicide Victims - Non-Domestic (2011 - 2013)

Count	Age of Victim					
	Under 18	18-21	22-25	26-29	30-34	35+
102	4.9%	20.6%	21.6%	21.6%	15.7%	15.7%

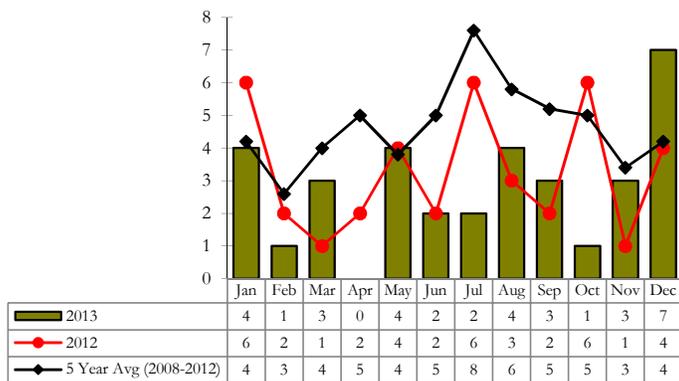
Nassau County PD

2012 Population: 1,057,158

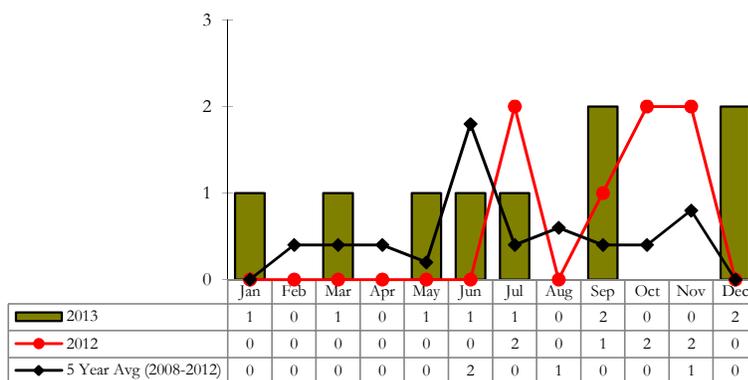
Firearm-Related Violence 2011 - 2013

	Annual				% Change	
	2011	2012	2013	5 Yr. Avg (2008-2012)	13 vs. 12	2013 vs. 5 Yr. Avg
Shooting Incidents Involving Injury	41	39	34	56	-12.8%	-39.1%
Shooting Homicides	3	7	9	6		
Firearm Related Robbery	198	206	222	204	7.8%	9.0%
Firearm Related Aggravated Assault	33	47	51	42	8.5%	22.0%

Shooting Incidents Involving Injury



Individuals Killed by Gun Violence



Homicides (2011 - 2013)

Total			Domestic			Non-Domestic		
Total	Firearm	% Firearm	Total	Firearm	% Firearm	Total	Firearm	% Firearm
31	19	61.3%	8	4	50.0%	23	15	65.2%

Person Arrested or Arraigned with Firearm Charges (2011 - 2013)

Count	Prior Conviction History			Age at Arrest						Median Age at First Arrest
	Felony	Misd Only	None	Under 18	18-21	22-25	26-29	30-34	35+	
698	27.4%	14.2%	58.5%	9.7%	29.8%	21.1%	11.6%	11.2%	16.6%	18.2

Supervision Status Among Persons Arrested or Arraigned for Firearm Charges (2011 - 2013)

Count	Unsupervised	On Probation		On Parole	
		Count	%	Count	%
698	573	63	9.0%	62	8.9%

Firearm Homicide Victims - Non-Domestic (2011 - 2013)

Count	Age of Victim					
	Under 18	18-21	22-25	26-29	30-34	35+
15	0.0%	26.7%	13.3%	13.3%	20.0%	26.7%

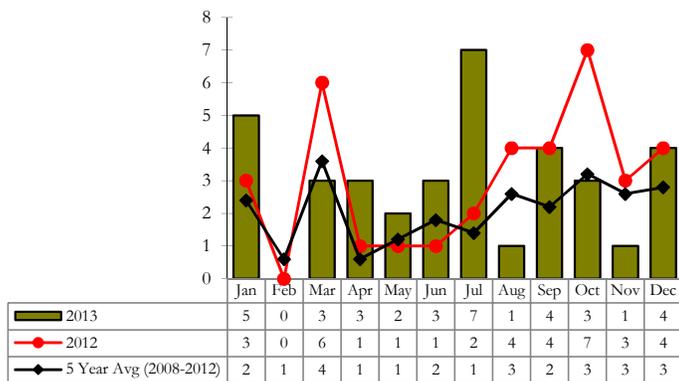
Newburgh City PD

2012 Population: 29,183

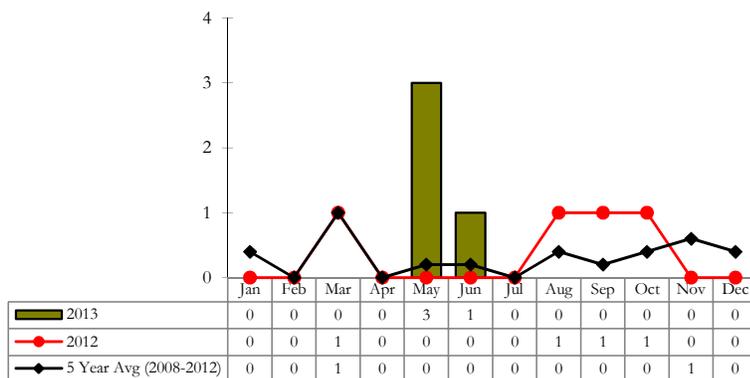
Firearm-Related Violence 2011 - 2013

	Annual				% Change	
	2011	2012	2013	5 Yr. Avg (2008-2012)	13 vs. 12	2013 vs. 5 Yr. Avg
Shooting Incidents Involving Injury	28	36	36	25	0.0%	44.0%
Shooting Homicides	0	4	4	4		
Firearm Related Robbery	65	47	47	47	0.0%	0.9%
Firearm Related Aggravated Assault	68	58	58	47	0.0%	22.4%

Shooting Incidents Involving Injury



Individuals Killed by Gun Violence



Homicides (2011 - 2013)

Total			Domestic			Non-Domestic		
Total	Firearm	% Firearm	Total	Firearm	% Firearm	Total	Firearm	% Firearm
14	8	57.1%	4	0	0.0%	10	8	80.0%

Person Arrested or Arraigned with Firearm Charges (2011 - 2013)

Count	Prior Conviction History			Age at Arrest						Median Age at First Arrest
	Felony	Misd Only	None	Under 18	18-21	22-25	26-29	30-34	35+	
159	28.3%	15.1%	56.6%	12.6%	33.3%	21.4%	10.1%	8.2%	14.5%	17.4

Supervision Status Among Persons Arrested or Arraigned for Firearm Charges (2011 - 2013)

Count	Unsupervised	On Probation		On Parole	
		Count	%	Count	%
159	128	12	7.5%	19	11.9%

Firearm Homicide Victims - Non-Domestic (2011 - 2013)

Count	Age of Victim					
	Under 18	18-21	22-25	26-29	30-34	35+
8	0.0%	0.0%	37.5%	12.5%	12.5%	37.5%

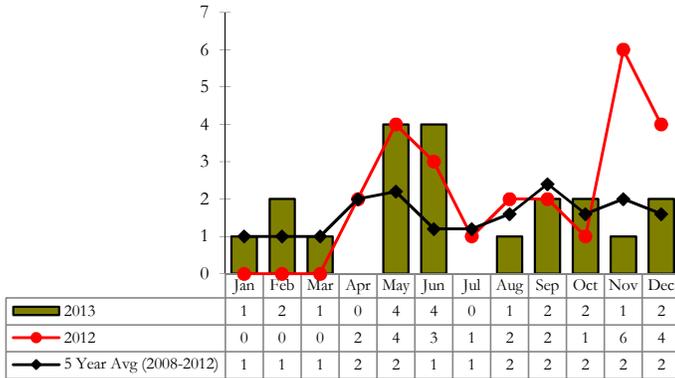
Niagara Falls City PD

2012 Population: 50,356

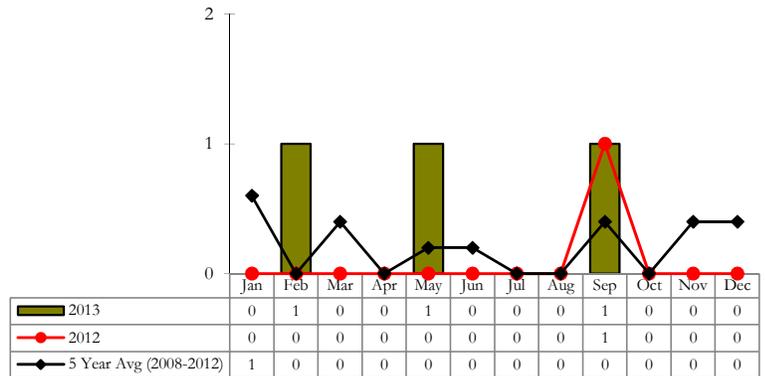
Firearm-Related Violence 2011 - 2013

	Annual				% Change	
	2011	2012	2013	5 Yr. Avg (2008-2012)	13 vs. 12	2013 vs. 5 Yr. Avg
Shooting Incidents Involving Injury	22	25	20	19	-20.0%	6.4%
Shooting Homicides	2	1	3	3		
Firearm Related Robbery	43	49	47	43	-4.1%	8.3%
Firearm Related Aggravated Assault	75	73	74	61	1.4%	21.3%

Shooting Incidents Involving Injury



Individuals Killed by Gun Violence



Homicides (2011 - 2013)

Total			Domestic			Non-Domestic		
Total	Firearm	% Firearm	Total	Firearm	% Firearm	Total	Firearm	% Firearm
10	6	60.0%	1	1	100.0%	9	5	55.6%

Person Arrested or Arraigned with Firearm Charges (2011 - 2013)

Count	Prior Conviction History			Age at Arrest						Median Age at First Arrest
	Felony	Misd Only	None	Under 18	18-21	22-25	26-29	30-34	35+	
138	25.4%	26.8%	47.8%	8.7%	29.7%	18.1%	14.5%	11.6%	17.4%	17.5

Supervision Status Among Persons Arrested or Arraigned for Firearm Charges (2011 - 2013)

Count	Unsupervised	On Probation		On Parole	
		Count	%	Count	%
138	133	3	2.2%	2	1.4%

Firearm Homicide Victims - Non-Domestic (2011 - 2013)

Count	Age of Victim					
	Under 18	18-21	22-25	26-29	30-34	35+
5	0.0%	20.0%	0.0%	20.0%	0.0%	60.0%

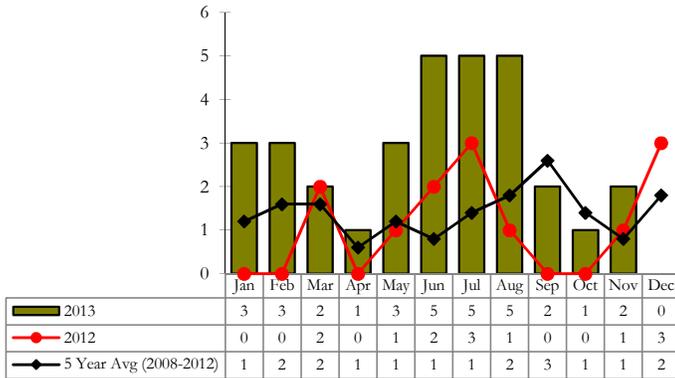
Poughkeepsie City PD

2012 Population: 32,967

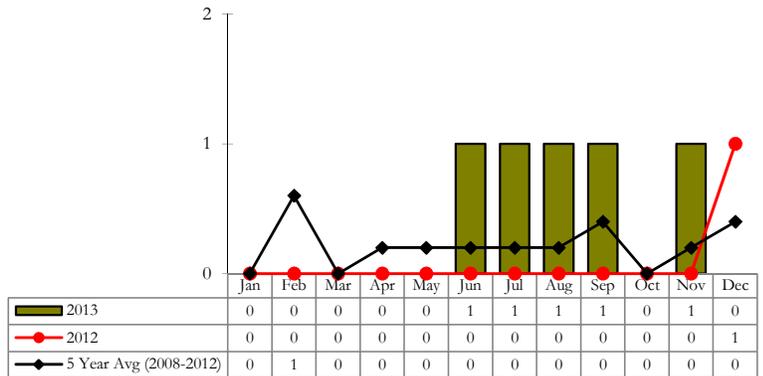
Firearm-Related Violence 2011 - 2013

	Annual				% Change	
	2011	2012	2013	5 Yr. Avg (2008-2012)	13 vs. 12	2013 vs. 5 Yr. Avg
Shooting Incidents Involving Injury	17	13	32	17	146.2%	90.5%
Shooting Homicides	5	1	5	3		
Firearm Related Robbery	24	16	32	33	100.0%	-2.4%
Firearm Related Aggravated Assault	38	44	46	39	4.5%	19.2%

Shooting Incidents Involving Injury



Individuals Killed by Gun Violence



Homicides (2011 - 2013)

Total			Domestic			Non-Domestic		
Total	Firearm	% Firearm	Total	Firearm	% Firearm	Total	Firearm	% Firearm
15	11	73.3%	3	2	66.7%	12	9	75.0%

Person Arrested or Arraigned with Firearm Charges (2011 - 2013)

Count	Prior Conviction History			Age at Arrest						Median Age at First Arrest
	Felony	Misd Only	None	Under 18	18-21	22-25	26-29	30-34	35+	
138	35.5%	22.5%	42.0%	4.3%	28.3%	32.6%	12.3%	10.1%	12.3%	18.2

Supervision Status Among Persons Arrested or Arraigned for Firearm Charges (2011 - 2013)

Count	Unsupervised	On Probation		On Parole	
		Count	%	Count	%
138	103	19	13.8%	16	11.6%

Firearm Homicide Victims - Non-Domestic (2011 - 2013)

Count	Age of Victim					
	Under 18	18-21	22-25	26-29	30-34	35+
9	11.1%	11.1%	11.1%	11.1%	33.3%	22.2%

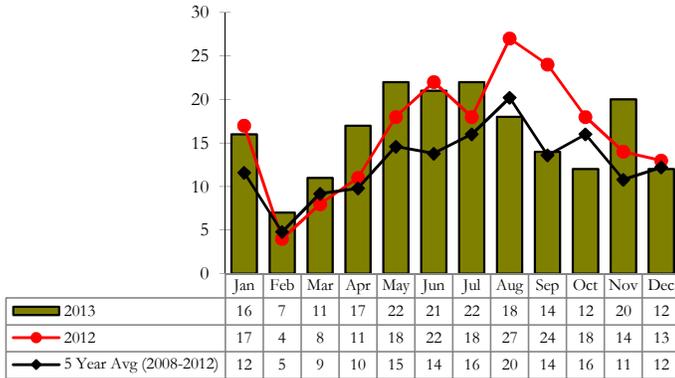
Rochester City PD

2012 Population: 211,993

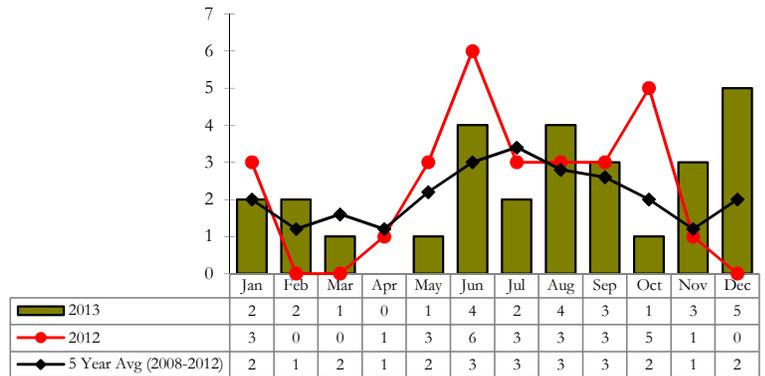
Firearm-Related Violence 2011 - 2013

	Annual				% Change	
	2011	2012	2013	5 Yr. Avg (2008-2012)	13 vs. 12	2013 vs. 5 Yr. Avg
Shooting Incidents Involving Injury	131	194	192	153	-1.0%	25.8%
Shooting Homicides	14	28	28	25	0.0%	11.1%
Firearm Related Robbery	325	345	405	374	17.4%	8.4%
Firearm Related Aggravated Assault	245	314	315	283	0.3%	11.4%

Shooting Incidents Involving Injury



Individuals Killed by Gun Violence



Homicides (2011 - 2013)

Total			Domestic			Non-Domestic		
Total	Firearm	% Firearm	Total	Firearm	% Firearm	Total	Firearm	% Firearm
107	70	65.4%	16	1	6.3%	91	69	75.8%

Person Arrested or Arraigned with Firearm Charges (2011 - 2013)

Count	Prior Conviction History			Age at Arrest						Median Age at First Arrest
	Felony	Misd Only	None	Under 18	18-21	22-25	26-29	30-34	35+	
1,300	34.9%	18.8%	46.2%	10.6%	31.4%	22.0%	13.5%	8.9%	13.5%	18.1

Supervision Status Among Persons Arrested or Arraigned for Firearm Charges (2011 - 2013)

Count	Unsupervised	On Probation		On Parole	
		Count	%	Count	%
1,300	1,049	150	11.5%	101	7.8%

Firearm Homicide Victims - Non-Domestic (2011 - 2013)

Count	Age of Victim					
	Under 18	18-21	22-25	26-29	30-34	35+
69	7.2%	24.6%	18.8%	18.8%	13.0%	17.4%

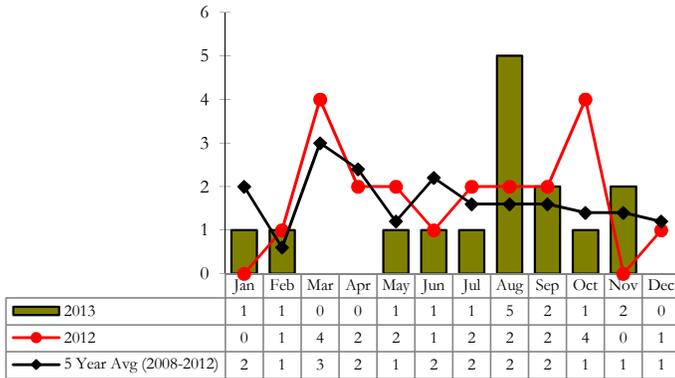
Schenectady City PD

2012 Population: 66,631

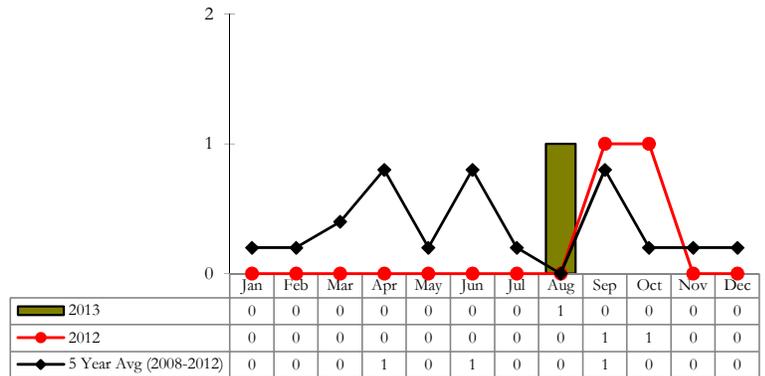
Firearm-Related Violence 2011 - 2013

	Annual				% Change	
	2011	2012	2013	5 Yr. Avg (2008-2012)	13 vs. 12	2013 vs. 5 Yr. Avg
Shooting Incidents Involving Injury	21	21	15	20	-28.6%	-25.7%
Shooting Homicides	2	2	1	4		
Firearm Related Robbery	51	31	49	56	58.1%	-13.1%
Firearm Related Aggravated Assault	70	58	51	67	-12.1%	-23.7%

Shooting Incidents Involving Injury



Individuals Killed by Gun Violence



Homicides (2011 - 2013)

Total			Domestic			Non-Domestic		
Total	Firearm	% Firearm	Total	Firearm	% Firearm	Total	Firearm	% Firearm
14	5	35.7%	4	0	0.0%	10	5	50.0%

Person Arrested or Arraigned with Firearm Charges (2011 - 2013)

Count	Prior Conviction History			Age at Arrest						Median Age at First Arrest
	Felony	Misd Only	None	Under 18	18-21	22-25	26-29	30-34	35+	
123	43.9%	8.9%	47.2%	4.9%	33.3%	21.1%	16.3%	12.2%	12.2%	18.5

Supervision Status Among Persons Arrested or Arraigned for Firearm Charges (2011 - 2013)

Count	Unsupervised	On Probation		On Parole	
		Count	%	Count	%
123	99	8	6.5%	16	13.0%

Firearm Homicide Victims - Non-Domestic (2011 - 2013)

Count	Age of Victim					
	Under 18	18-21	22-25	26-29	30-34	35+
5	20.0%	0.0%	20.0%	0.0%	20.0%	40.0%

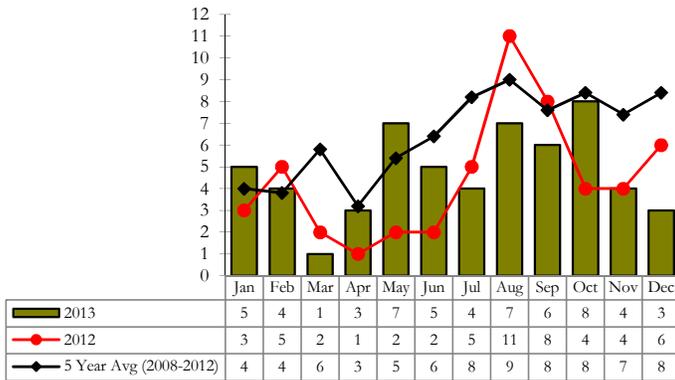
Suffolk County PD

2012 Population: 1,345,578

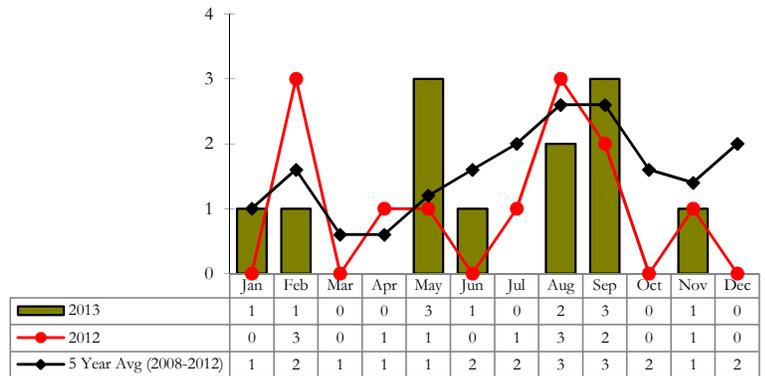
Firearm-Related Violence 2011 - 2013

	Annual				% Change	
	2011	2012	2013	5 Yr. Avg (2008-2012)	13 vs. 12	2013 vs. 5 Yr. Avg
Shooting Incidents Involving Injury	77	53	57	78	7.5%	-26.5%
Shooting Homicides	15	12	12	19	0.0%	-36.2%
Firearm Related Robbery	300	252	232	291	-7.9%	-20.3%
Firearm Related Aggravated Assault	195	163	141	203	-13.5%	-30.6%

Shooting Incidents Involving Injury



Individuals Killed by Gun Violence



Homicides (2011 - 2013)

Total			Domestic			Non-Domestic		
Total	Firearm	% Firearm	Total	Firearm	% Firearm	Total	Firearm	% Firearm
82	39	47.6%	17	2	11.8%	65	37	56.9%

Person Arrested or Arraigned with Firearm Charges (2011 - 2013)

Count	Prior Conviction History			Age at Arrest						Median Age at First Arrest
	Felony	Misd Only	None	Under 18	18-21	22-25	26-29	30-34	35+	
690	33.8%	15.8%	50.4%	7.4%	28.4%	20.9%	15.9%	9.0%	18.4%	18.5

Supervision Status Among Persons Arrested or Arraigned for Firearm Charges (2011 - 2013)

Count	Unsupervised	On Probation		On Parole	
		Count	%	Count	%
690	583	61	8.8%	46	6.7%

Firearm Homicide Victims - Non-Domestic (2011 - 2013)

Count	Age of Victim					
	Under 18	18-21	22-25	26-29	30-34	35+
37	2.7%	29.7%	21.6%	5.4%	10.8%	29.7%

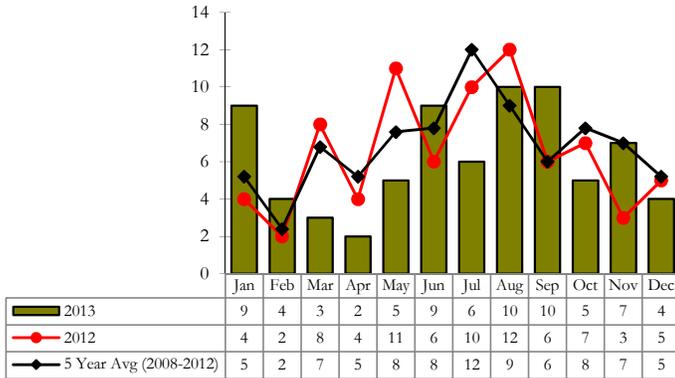
Syracuse City PD

2012 Population: 145,934

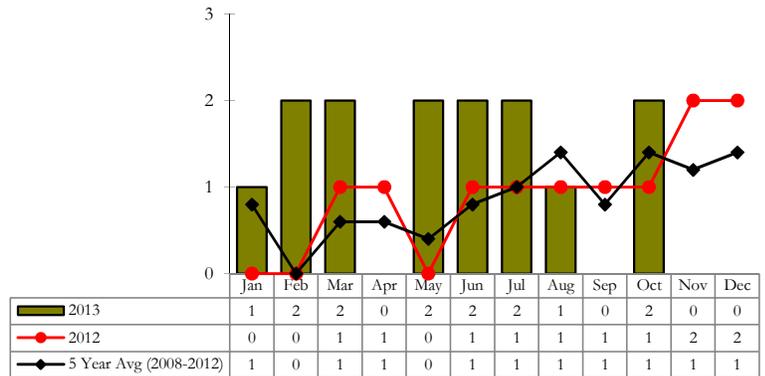
Firearm-Related Violence 2011 - 2013

	Annual				% Change	
	2011	2012	2013	5 Yr. Avg (2008-2012)	13 vs. 12	2013 vs. 5 Yr. Avg
Shooting Incidents Involving Injury	86	78	74	82	-5.1%	-9.8%
Shooting Homicides	5	11	14	10	27.3%	34.6%
Firearm Related Robbery	115	138	112	119	-18.8%	-5.6%
Firearm Related Aggravated Assault	144	149	134	150	-10.1%	-10.8%

Shooting Incidents Involving Injury



Individuals Killed by Gun Violence



Homicides (2011 - 2013)

Total			Domestic			Non-Domestic		
Total	Firearm	% Firearm	Total	Firearm	% Firearm	Total	Firearm	% Firearm
46	30	65.2%	2	0	0.0%	44	30	68.2%

Person Arrested or Arraigned with Firearm Charges (2011 - 2013)

Count	Prior Conviction History			Age at Arrest						Median Age at First Arrest
	Felony	Misd Only	None	Under 18	18-21	22-25	26-29	30-34	35+	
571	31.3%	18.0%	50.6%	16.5%	29.1%	20.7%	11.9%	8.8%	13.1%	17.2

Supervision Status Among Persons Arrested or Arraigned for Firearm Charges (2011 - 2013)

Count	Unsupervised	On Probation		On Parole	
		Count	%	Count	%
571	467	64	11.2%	40	7.0%

Firearm Homicide Victims - Non-Domestic (2011 - 2013)

Count	Age of Victim					
	Under 18	18-21	22-25	26-29	30-34	35+
30	10.0%	30.0%	16.7%	6.7%	20.0%	16.7%

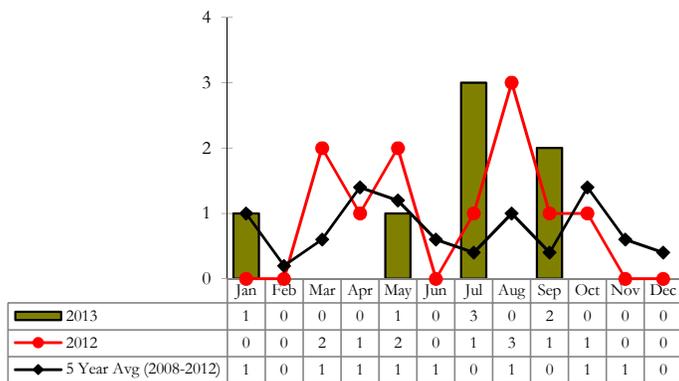
Troy City PD

2012 Population: 50,391

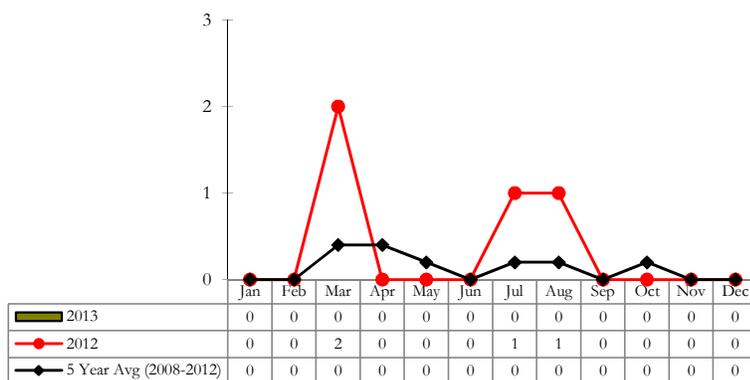
Firearm-Related Violence 2011 - 2013

	Annual				% Change	
	2011	2012	2013	5 Yr. Avg (2008-2012)	13 vs. 12	2013 vs. 5 Yr. Avg
Shooting Incidents Involving Injury	10	11	7	9		
Shooting Homicides	0	4	0	2		
Firearm Related Robbery	36	37	44	42	18.9%	4.3%
Firearm Related Aggravated Assault	58	48	37	40	-22.9%	-6.6%

Shooting Incidents Involving Injury



Individuals Killed by Gun Violence



Homicides (2011 - 2013)

Total			Domestic			Non-Domestic		
Total	Firearm	% Firearm	Total	Firearm	% Firearm	Total	Firearm	% Firearm
8	4	50.0%	2	1	50.0%	6	3	50.0%

Person Arrested or Arraigned with Firearm Charges (2011 - 2013)

Count	Prior Conviction History			Age at Arrest						Median Age at First Arrest
	Felony	Misd Only	None	Under 18	18-21	22-25	26-29	30-34	35+	
83	38.6%	13.3%	48.2%	16.9%	30.1%	22.9%	7.2%	9.6%	13.3%	17.4

Supervision Status Among Persons Arrested or Arraigned for Firearm Charges (2011 - 2013)

Count	Unsupervised	On Probation		On Parole	
		Count	%	Count	%
83	72	7	8.4%	4	4.8%

Firearm Homicide Victims - Non-Domestic (2011 - 2013)

Count	Age of Victim					
	Under 18	18-21	22-25	26-29	30-34	35+
3	33.3%	0.0%	0.0%	0.0%	0.0%	66.7%

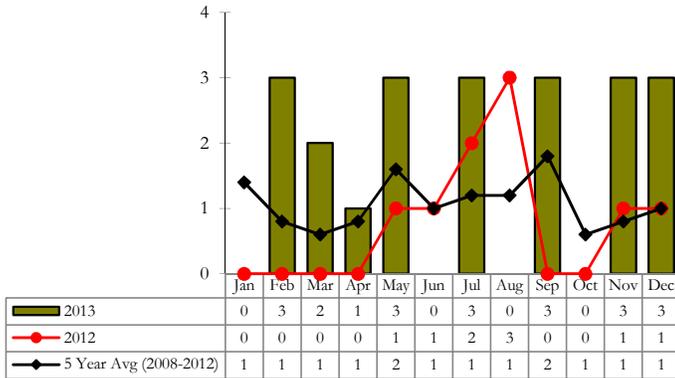
Utica City PD

2012 Population: 62,445

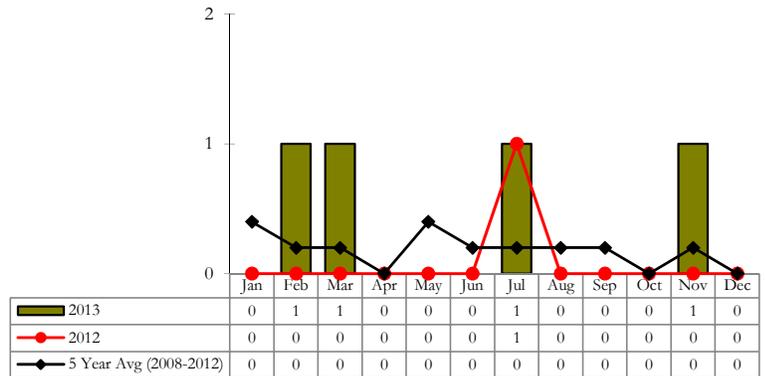
Firearm-Related Violence 2011 - 2013

	Annual				% Change	
	2011	2012	2013	5 Yr. Avg (2008-2012)	13 vs. 12	2013 vs. 5 Yr. Avg
Shooting Incidents Involving Injury	11	9	21	13		64.1%
Shooting Homicides	2	1	4	2		
Firearm Related Robbery	21	31	28	38	-9.7%	-26.7%
Firearm Related Aggravated Assault	61	41	47	63	14.6%	-25.6%

Shooting Incidents Involving Injury



Individuals Killed by Gun Violence



Homicides (2011 - 2013)

Total			Domestic			Non-Domestic		
Total	Firearm	% Firearm	Total	Firearm	% Firearm	Total	Firearm	% Firearm
11	7	63.6%	3	2	66.7%	8	5	62.5%

Person Arrested or Arraigned with Firearm Charges (2011 - 2013)

Count	Prior Conviction History			Age at Arrest						Median Age at First Arrest
	Felony	Misd Only	None	Under 18	18-21	22-25	26-29	30-34	35+	
125	44.8%	24.0%	31.2%	6.4%	24.8%	15.2%	11.2%	20.8%	21.6%	17.8

Supervision Status Among Persons Arrested or Arraigned for Firearm Charges (2011 - 2013)

Count	Unsupervised	On Probation		On Parole	
		Count	%	Count	%
125	104	8	6.4%	13	10.4%

Firearm Homicide Victims - Non-Domestic (2011 - 2013)

Count	Age of Victim					
	Under 18	18-21	22-25	26-29	30-34	35+
5	0.0%	20.0%	40.0%	0.0%	0.0%	40.0%

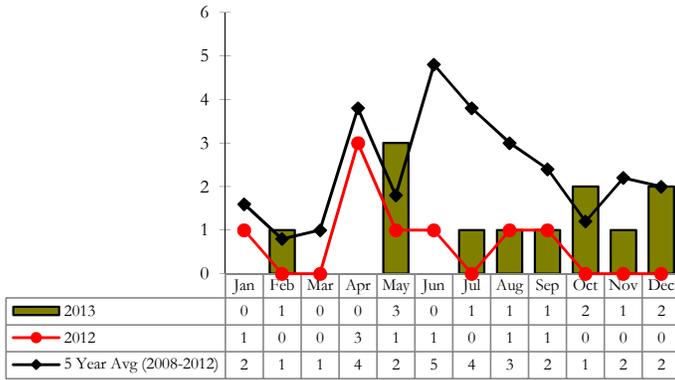
Yonkers City PD

2012 Population: 198,464

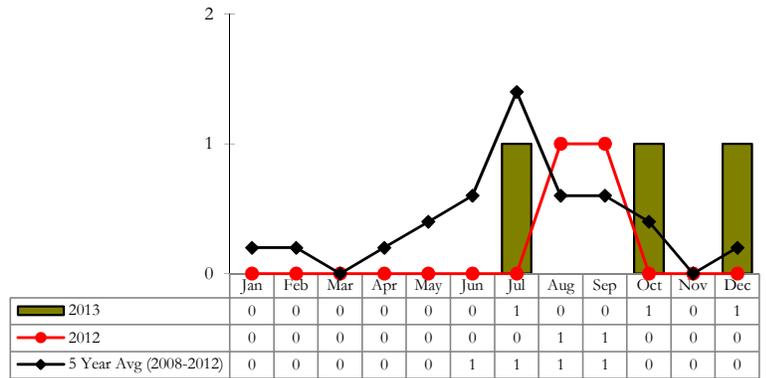
Firearm-Related Violence 2011 - 2013

	Annual				% Change	
	2011	2012	2013	5 Yr. Avg (2008-2012)	13 vs. 12	2013 vs. 5 Yr. Avg
Shooting Incidents Involving Injury	21	8	12	28		-57.7%
Shooting Homicides	5	2	3	5		
Firearm Related Robbery	76	76	59	74	-22.4%	-20.5%
Firearm Related Aggravated Assault	49	31	31	37	0.0%	-16.7%

Shooting Incidents Involving Injury



Individuals Killed by Gun Violence



Homicides (2011 - 2013)

Total			Domestic			Non-Domestic		
Total	Firearm	% Firearm	Total	Firearm	% Firearm	Total	Firearm	% Firearm
17	10	58.8%	2	1	50.0%	15	9	60.0%

Person Arrested or Arraigned with Firearm Charges (2011 - 2013)

Count	Prior Conviction History			Age at Arrest						Median Age at First Arrest
	Felony	Misd Only	None	Under 18	18-21	22-25	26-29	30-34	35+	
254	27.2%	16.5%	56.3%	13.0%	30.7%	20.9%	11.0%	11.0%	13.4%	17.8

Supervision Status Among Persons Arrested or Arraigned for Firearm Charges (2011 - 2013)

Count	Unsupervised	On Probation		On Parole	
		Count	%	Count	%
254	209	27	10.6%	18	7.1%

Firearm Homicide Victims - Non-Domestic (2011 - 2013)

Count	Age of Victim					
	Under 18	18-21	22-25	26-29	30-34	35+
9	11.1%	22.2%	22.2%	22.2%	0.0%	22.2%

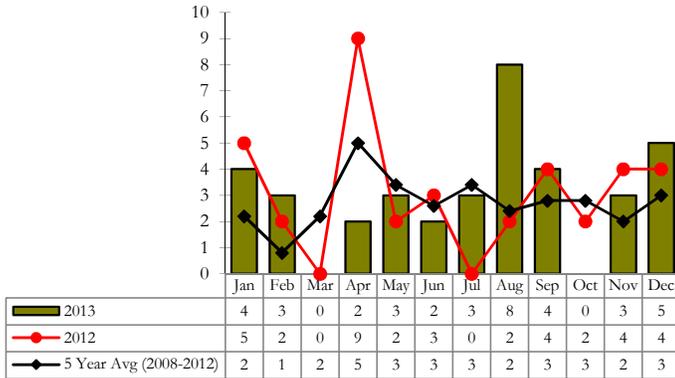
Hempstead Village PD

2012 Population: 54,380

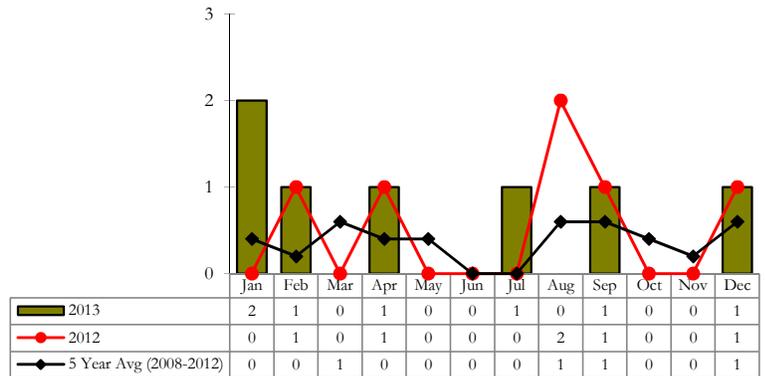
Firearm-Related Violence 2011 - 2013

	Annual				% Change	
	2011	2012	2013	5 Yr. Avg (2008-2012)	13 vs. 12	2013 vs. 5 Yr. Avg
Shooting Incidents Involving Injury	23	37	37	33	0.0%	13.5%
Shooting Homicides	4	6	7	4		
Firearm Related Robbery	59	65	87	74	33.8%	17.3%
Firearm Related Aggravated Assault	31	47	40	37	-14.9%	7.5%

Shooting Incidents Involving Injury



Individuals Killed by Gun Violence



Homicides (2011 - 2013)

Total			Domestic			Non-Domestic		
Total	Firearm	% Firearm	Total	Firearm	% Firearm	Total	Firearm	% Firearm
27	17	63.0%	2	1	50.0%	25	16	64.0%

Person Arrested or Arraigned with Firearm Charges (2011 - 2013)

Count	Prior Conviction History			Age at Arrest						Median Age at First Arrest
	Felony	Misd Only	None	Under 18	18-21	22-25	26-29	30-34	35+	
76	40.8%	17.1%	42.1%	9.2%	23.7%	25.0%	10.5%	13.2%	18.4%	17.9

Supervision Status Among Persons Arrested or Arraigned for Firearm Charges (2011 - 2013)

Count	Unsupervised	On Probation		On Parole	
		Count	%	Count	%
76	54	10	13.2%	12	15.8%

Firearm Homicide Victims - Non-Domestic (2011 - 2013)

Count	Age of Victim					
	Under 18	18-21	22-25	26-29	30-34	35+
16	6.3%	18.8%	25.0%	12.5%	6.3%	31.3%

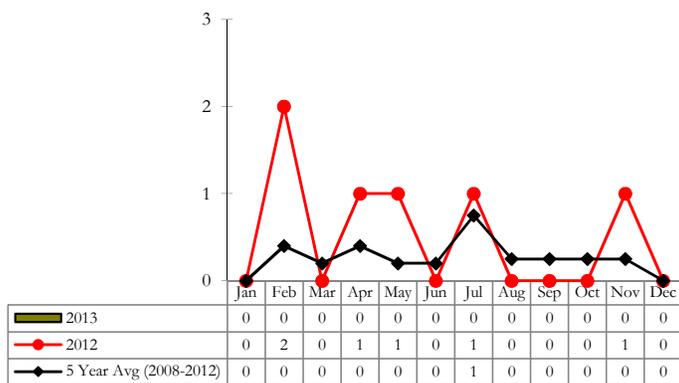
Middletown City PD

2012 Population: 28,395

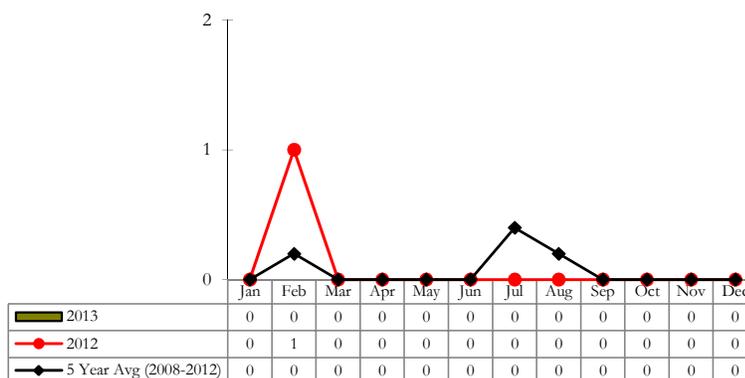
Firearm-Related Violence 2011 - 2013

	Annual				% Change	
	2011	2012	2013	5 Yr. Avg (2008-2012)	13 vs. 12	2013 vs. 5 Yr. Avg
Shooting Incidents Involving Injury	3	6	0	3		
Shooting Homicides	1	1	0	1		
Firearm Related Robbery	19	14	9	15		
Firearm Related Aggravated Assault	12	14	4	8		

Shooting Incidents Involving Injury



Individuals Killed by Gun Violence



Homicides (2011 - 2013)

Total			Domestic			Non-Domestic		
Total	Firearm	% Firearm	Total	Firearm	% Firearm	Total	Firearm	% Firearm
5	2	40.0%	1	0	0.0%	4	2	50.0%

Person Arrested or Arraigned with Firearm Charges (2011 - 2013)

Count	Prior Conviction History			Age at Arrest						Median Age at First Arrest
	Felony	Misd Only	None	Under 18	18-21	22-25	26-29	30-34	35+	
64	34.4%	20.3%	45.3%	1.6%	32.8%	20.3%	7.8%	18.8%	18.8%	18.9

Supervision Status Among Persons Arrested or Arraigned for Firearm Charges (2011 - 2013)

Count	Unsupervised	On Probation		On Parole	
		Count	%	Count	%
64	53	7	10.9%	4	6.3%

Firearm Homicide Victims - Non-Domestic (2011 - 2013)

Count	Age of Victim					
	Under 18	18-21	22-25	26-29	30-34	35+
2	0.0%	50.0%	0.0%	0.0%	0.0%	50.0%

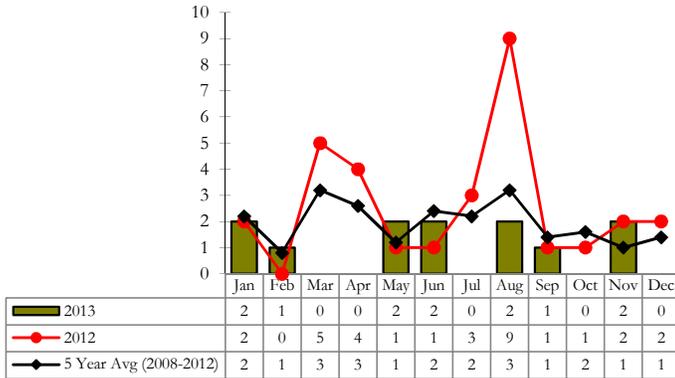
Mount Vernon City PD

2012 Population: 68,146

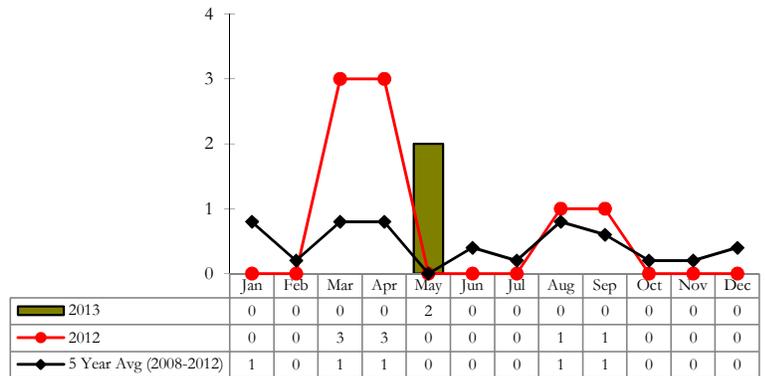
Firearm-Related Violence 2011 - 2013

	Annual				% Change	
	2011	2012	2013	5 Yr. Avg (2009-2013)	13 vs. 12	2013 vs. 5 Yr. Avg
Shooting Incidents Involving Injury	25	31	12	23	-61.3%	-48.3%
Shooting Homicides	3	8	2	5		
Firearm Related Robbery	75	69	74	82	7.2%	-9.5%
Firearm Related Aggravated Assault	58	77	54	52	-29.9%	4.2%

Shooting Incidents Involving Injury



Individuals Killed by Gun Violence



Homicides (2011 - 2013)

Total			Domestic			Non-Domestic		
Total	Firearm	% Firearm	Total	Firearm	% Firearm	Total	Firearm	% Firearm
18	13	72.2%	3	0	0.0%	15	13	86.7%

Person Arrested or Arraigned with Firearm Charges (2011 - 2013)

Count	Prior Conviction History			Age at Arrest						Median Age at First Arrest
	Felony	Misd Only	None	Under 18	18-21	22-25	26-29	30-34	35+	
111	24.3%	16.2%	59.5%	16.2%	22.5%	29.7%	10.8%	9.9%	10.8%	17.9

Supervision Status Among Persons Arrested or Arraigned for Firearm Charges (2011 - 2013)

Count	Unsupervised	On Probation		On Parole	
		Count	%	Count	%
111	86	20	18.0%	5	4.5%

Firearm Homicide Victims - Non-Domestic (2011 - 2013)

Count	Age of Victim					
	Under 18	18-21	22-25	26-29	30-34	35+
13	0.0%	15.4%	30.8%	15.4%	15.4%	15.4%

ATTACHMENT 6



NYS Division of Criminal Justice Services
80 South Swan Street
Albany, NY 12210
Phone: (518) 457-8462
<http://criminaljustice.ny.gov>

Office of Program Development and Funding

GMS USER REGISTRATION

In order to complete grant applications online to DCJS, your agency must register with the GMS system. Do so by submitting this Registration Request form – and the attached IRS W-9 form – via email attachment to funding@dcjs.ny.gov . When your request has been processed, you will be sent a username and instructions. Please download the GMS User Manual at <http://criminaljustice.ny.gov/ofpa/gms.htm> .

Please allow 3-5 business days for your Registration Request to be processed.

Registrant Information (all fields are required):

Agency:
EIN (Tax ID#):

Registrant:
Title:

Address:
Address2: (if applicable)
City/State:
Zip:
Email:
Phone: (Ex.: (555) 111-1111)

DCJS #s of Current Grants (if applicable):

NOTE: You must also complete IRS form W-9, Request for Taxpayer Identification Number and Certification, in order for your registration to be processed. Faxed signatures are acceptable. Download the form at <http://criminaljustice.ny.gov/ofpa/gms.htm> . Fax to (518) 457-1186.

Indicate here that form W-9 has been completed and faxed:



NYS Division of Criminal Justice Services
80 South Swan Street
Albany, NY 12210
Phone: (518) 457-8462
<http://criminaljustice.ny.gov>

Office of Program Development and Funding

GMS SIGNATORY REGISTRATION

In order to complete grant applications online to DCJS, your agency must register with the GMS system. Do so by submitting this Registration Request form via email attachment to funding@dcjs.ny.gov . When your request has been processed, you will be sent a username and instructions. Please download the GMS User Manual at <http://criminaljustice.ny.gov/ofpa/gms.htm>

Please allow 3-5 business days for your Registration Request to be processed.

Registrant Information (all fields are required):

Agency:

EIN (Tax ID#):

Authorized Signing Official:

Title:

Address:

Address2: (if applicable)

City/State:

Zip:

Email:

Phone: (Ex.: (555) 111-1111)

Basis for signing authority (Ex., executive officer, authorized by municipal charter, e.g.)

DCJS #s of Current Grants (if applicable):

NOTE: If your agency has not yet submitted IRS form W-9, Request for Taxpayer Identification Number and Certification, you will be required to do so. Download the form at <http://criminaljustice.ny.gov/ofpa/gms.htm>

Helpful Hints

First time GMS users should download the GSM User Manual located at

<http://criminaljustice.ny.gov/ofpa/gms.htm>

Persons familiar with NYS-DCJS GMS can use the following as a simplified guideline.

The following instructions apply **ONLY** to applicants applying under the Project GIVE Request for Applications as previously described.

1. Sign on to GMS.
2. Go to project grid. Click the “*New*” button at the top of the project grid. This will take you to a screen that says “Select a Program Office” in a drop-down box format
3. Find and highlight *Project GIVE*
4. Then click “*Create Project*”

In the newly created project, complete following modules:

General

Complete the text screens and press save.

Participants/Contacts

Click on “**Add Participant**”. In the search prompt that appears, type in the name of the partnership’s county. The county should be included in a list that appears - click in the blue section of the agency (county) name. This will prompt a drop down list that defaults to “Grantee”. Click Add. The Grantee should be the County or the municipality of the primary police agency.

Click on “**Add Contact**” and in the search prompt that appears type in the last name of the person to be added. This should take you to a list, find the person to be added and click in the blue section of the name. This will prompt a drop down list that defaults to “Primary”. Ensure you do this until you have added a **minimum of Primary, Signatory and Fiscal contacts**.

The steps above should be repeated for every agency requesting funding. The applications should be set up so that the county is listed as the grantee; and the District Attorney’s Office, primary police department, sheriff’s office, probation department, and any other agency that participates in the partnership and is requesting funding is added as an “Implementing Agency”.

Note: If the signatory you try to add is not “eSignature” registered, you will get an error message and will not be allowed to add that person at that time. You will NOT be able to submit the application without a signatory attached.

Budget

The GMS system requires that a Budget be included in an application submission. On the Budget Tab, click “**Create New Budget Version**” for your agency. On the next screen, choose “**All Other Expenses**” from the Budget Category dropdown menu. Enter “**See attached budget narrative**” on the Description line. Enter the full requested amount of your grant in the Unit Cost field. Finally, enter “**N/A**” in the justification line, and Save. *Your detailed requested project budget should be completed in Microsoft Word as indicated in this RFA, and uploaded to GMS as a file attachment.* In the left navigation menu, choose “**Attachment**”, then “**New**”. Use the Browse function to locate your Budget Worksheet on your local drive, and click “**Open**”. Finally, click “**Upload**”. *Please note that very long file names or special characters will not be accepted by the GMS Attachment Module.*

Once a final budget has been approved by DCJS and an award letter is received, applicants will be required to enter the approved budget in GMS.

Workplan

Project GIVE program work-plans are developed by DCJS staff, but the GMS system will not allow an application to be submitted without the workplan completed. Follow the following steps:

Type “N/A” in the “Project Goal text box and click “*Save*.”

Click “*Create New Objective*” and type “N/A” in the text box. Click “*Save*”

Click “*Add Task to this Objective*” and type “N/A” in the text box. Click “*Save*”

Click “*Add Performance Measure to this Task*” and type “N/A” in the text box. Click “*Save*”.

Questions

There are no questions to answer for this RFA in the GMS Questions module. Type “N/A” in the box of any existing question.

Attachments

The Word documents that indicate Response A & B; the Budget justifications in a Word document; the signed MOU; the letters of agreement/support (or an MOU that outlines the role of each participating agency) and the required M/WBE and EEO documents should be attached to your application in GMS.

Click on the *Attachment* link on the left frame of the GMS.

The *Attachment* grid will then display on the right frame of the screen.

Upload the attachment.

When you have completed all of the above requirements, click the “*Submit*” button.

Remember: Failure to submit all of the required documents by the deadline date of 12:00 PM (Noon) on March 20, 2014 will result in the application being disqualified from further review. Please refer to the “Final Checklist” attachment of this RFA for more information.

ATTACHMENT 7

**2013 Violent Crime Counts and Rates Per 10,000 Population
By GIVE Eligible Jurisdiction Ranked by Violent Crime Volume**

Jurisdiction	2012 Population	Violent Crime		Violent Crime by Firearm		Shooting Incidents Involving Injury		Homicides		Individuals Killed by Gun Violence	
		Count	Rate	Count	Rate	Count	Rate	Count	Rate	Count	Rate
Buffalo City PD	262,434	3,249	123.8	951	36.2	171	6.5	47	1.8	35	1.3
Rochester City PD	211,993	2,094	98.8	752	35.5	192	9.1	40	1.9	28	1.3
Suffolk County PD	1,345,578	1,599	11.9	385	2.9	57	0.4	27	0.2	12	0.1
Nassau County PD	1,057,158	1,394	13.2	285	2.7	34	0.3	12	0.1	9	0.1
Syracuse City PD	145,934	1,192	81.7	262	18.0	74	5.1	21	1.4	14	1.0
Yonkers City PD	198,464	1,036	52.2	93	4.7	12	0.6	6	0.3	3	0.2
Albany City PD	98,187	787	80.2	130	13.2	33	3.4	7	0.7	5	0.5
Schenectady City PD	66,631	600	90.0	104	15.6	15	2.3	7	1.1	1	0.2
Niagara Falls City PD	50,356	584	116.0	124	24.6	20	4.0	3	0.6	3	0.6
Mount Vernon City PD	68,146	554	81.3	130	19.1	12	1.8	2	0.3	2	0.3
Newburgh City PD	29,183	435	149.1	109	37.4	36	12.3	5	1.7	4	1.4
Hempstead City PD	54,380	433	79.6	134	24.6	37	6.8	10	1.8	7	1.3
Troy City PD	50,391	371	73.6	81	16.1	7	1.4	1	0.2	0	0.0
Utica City PD	62,445	353	56.5	79	12.7	21	3.4	6	1.0	4	0.6
Binghamton City PD	47,250	286	60.5	35	7.4	2	0.4	3	0.6	1	0.2
Poughkeepsie City PD	32,967	284	86.1	83	25.2	32	9.7	7	2.1	5	1.5
Jamestown City PD	31,187	168	53.9	21	6.7	1	0.3	0	0.0	0	0.0
Spring Valley Vg PD	31,872	132	41.4	5	1.6	0	0.0	2	0.6	0	0.0
Middletown City PD	28,395	114	40.1	13	4.6	0	0.0	1	0.4	0	0.0
Kingston City PD	24,016	74	30.8	5	2.1	2	0.8	1	0.4	0	0.0

* Rates are based on 2012 populations.

Source: DCJS, UCR/IBR Reporting System
Data as of 2/3/2014

ATTACHMENT 8

CONTRACT REQUIREMENTS

Each agency is contractually required to meet various requirements which are closely monitored by DCJS staff. Non-compliance with any of the requirements may result in either 1) a fiscal penalty being imposed or, 2) the contract being placed in “stop payment” status until the delinquent measure is brought into compliance.

A. MONTHLY REQUIREMENTS

For each month an agency is non-compliant with any of the three following requirements, a fiscal penalty of 1/12 (one twelfth) of 20% of that agency’s total award amount may be imposed.

- 1) **Monthly Meetings** – Monthly partnership meetings are critical for coordination and collaboration and must be held each month. These meetings are required to be structured to maximize the coordination, collaboration and accountability of partner agencies.
 - The GIVE Initiative Co-Chairs, or their Executive level designee, and at least one representative from every GIVE funded agency within the partnership must attend all monthly meetings. In the case of the District Attorney’s Office, if the District Attorney is unable to attend, the designee must be a supervising Assistant District Attorney.
 - The meeting agenda must be sent via email to the DCJS GIVE Initiative Manager a minimum of two days in advance of the meeting.
 - The meetings must include an in-depth discussion of the firearm-related violent crime, shootings and homicides, performance measure outcomes and the need for strategy modification when applicable. In the jurisdictions where a Crime Analysis Center (CAC) exists, the CAC should play an integral role in the meeting through preparation (i.e., providing analysis of crimes and related material) and participation. In jurisdictions without a CAC, the Crime Analyst should assume this role.
 - In addition to the requirements noted above, the monthly meetings should include a summary of the following information:
 - Number of shooting incidents involving injury;
 - Number of victims hit by gunfire;
 - Individuals killed as a result of gun violence;
 - Total crime guns recovered and submitted to ATF for trace;
 - Total persons arrested for firearm-related crimes;
 - Discussion of implementation efforts on GIVE Initiatives.
 - Updated intelligence regarding “hot spots” and “top offenders”.
 - Documented summaries, including performance measure outcomes from each meeting with general plans and contributions of funded agencies in addressing firearm-related crimes and homicides shall be forwarded via e-mail to Chuck Tyree, GIVE Initiative Program Manager (charles.tyree@dcjs.ny.gov) within five (5) business days of the meeting. In addition, monthly reports must be submitted using the DCJS monthly report format.

2) **Timely, Accurate, Crime Data** – Each month, all participating law enforcement agencies are required to submit monthly crime reports to DCJS through the IJPortal IBR/UCR Reporting Interface within 30 days after the close of the reporting period.

Incident-Based Reporting (IBR) Agencies – Monthly IBR extract files are required to be uploaded through the IBR Reporting Interface on the IJPortal. The following two UCR Summary reports are required to be submitted to DCJS through the UCR Data Entry Interface on the IJPortal:

- Hate Crime
- Law Enforcement Officers Killed or Assaulted (LEOKA)

Summary (UCR) Reporting Agencies – The following UCR Summary reports are required to be submitted to DCJS through the UCR Data Entry Interface on the IJPortal:

- Return A (Monthly Offenses known to Police)
- Arrests of Persons 18 and Over
- Arrest of Persons Under 18
- Supplemental Homicide Report (SHR)
- Arson
- Hate Crime
- Law Enforcement Officers Killed or Assaulted (LEOKA)

Instructions for accessing and submitting crime reports through the IJPortal can be found at: http://www.criminaljustice.ny.gov/crimnet/ojsa/crimereporting/ucr_refman/IJPortal-UCR-Data-Entry-Manual.pdf

All law enforcement agencies must stay current with their monthly submissions. When the police department is unable to submit the data within 30 days, the Chief must submit the reasoning to DCJS while ensuring the data is submitted as soon as possible. If it is deemed that the reasoning for the late submission was out of the control of the police department, a waiver will be granted to avoid the fiscal penalty.

3) **Monthly Gun Data** – Both primary and DCJS designated secondary police departments must submit the Monthly Gun Data Report within 30 days of the end of the month that is being reported on. When the police department is unable to submit the data within 30 days, the Chief must submit the reasoning to DCJS while ensuring the data is submitted as soon as possible. If it is deemed that the reasoning for the late submission was out of the control of the police department, a waiver will be granted to avoid the fiscal penalty.

The monthly fiscal penalty will not be imposed more than once for any one month, in spite of an agency's non-compliance with more than one requirement.

B. ONGOING REQUIREMENTS

1) **Information Sharing Networking**– DCJS will conduct region based roundtable style meetings occasionally throughout the budget cycle in order to bring jurisdictions together to discuss current trends and best practices. Agencies will be required to send appropriate representatives when requested by DCJS. Participants of GIVE will also participate in cross-

jurisdictional networks that will help shape strategies and share the results of the implementation of the strategies with multiple jurisdictions. These networks will be implemented through participation in cross-jurisdictional information sharing meetings, conference calls, and other information sharing initiatives.

- 2) **Crime Trends meetings** – DCJS may request partnerships to travel to Albany on an annual basis to formally present their respective crime picture and strategy outcomes to DCJS Executive staff and various State partner agencies. DCJS may also request that these meetings be conducted within the partnership facilities.
- 3) **Crime Guns** - All entries of crime guns are mandated to be submitted via eJusticeNY to the New York State Criminal Gun Clearinghouse. In addition, all crime guns must be submitted to the appropriate firearms laboratory for testing and entry into NIBIN.
- 4) **Domestic Incident Report Database** - Agencies are required to participate in utilizing the DCJS Domestic Incident Report (DIR) Repository. The repository provides electronic, cross-agency access to DIRs filed by police departments and sheriff's offices in the 57 counties outside of New York City. This secure database automates information – previously only captured on paper – that will enable law enforcement to more safely respond to domestic incidents, improve the supervision of offenders on parole and probation and enhance the prosecution of domestic violence crimes.

Contact the DCJS Customer Contact Center at cccenter@dcjs.ny.gov, 518-457-5837 or 1-800-262-3257 for more information and to enroll.
- 5) **DNA Collection** – Agencies are expected to ensure that all DNA databank collections are being taken in a timely manner and as required by law.
- 6) **Sex Offender Address Verification** – Agencies are expected to be vigilant in verifying the addresses of all sex offenders assigned to their jurisdictions and promptly report the action taken on eJusticeNY.
- 7) **Sex Offender Photos** – Agencies are expected to be vigilant in ensuring all photos due from sex offenders assigned to their jurisdiction are obtained in a timely manner and promptly uploaded to eJusticeNY.
- 8) **GIVE Initiative Annual Report** - The efforts of each funded jurisdiction are documented in the GIVE Initiative Annual Report, which the NYS Legislature mandates DCJS to submit each year. GIVE funded agencies will be requested to submit their GIVE highlights at the end of the calendar year. Jurisdictions will be notified of a specific deadline by the Program Manager.

ATTACHMENT 9

ADMINISTRATION OF CONTRACTS

DCJS will negotiate and develop a grant contract with successful applicants. The grant contract is subject to approval by the NYS Office of the Attorney General and Office of the State Comptroller before grant funding may actually be disbursed to reimburse project expenses. In the event that DCJS and the successful applicant cannot execute a contract within ninety days of notification of selection of the applicant, DCJS reserves the right to rescind the award and redistribute the grant funds.

Contract Approval – All contracts are subject to approval of the Attorney General and the Comptroller of the State of New York, and until said approval has been received and indicated thereon, the Contract shall be of no force and effect.

Contract Period – Grant contracts will be executed for a period of 12 months. DCJS reserves the right to modify the contract period in the best interests of the state.

Contract Activities – All activities must have prior approval from DCJS and meet guidelines established by the State of New York and the Federal government as applicable.

Contract Changes – Contracts awarded as the result of this RFA may be executed, extended, increased, decreased, terminated, renewed, amended, or renegotiated at the discretion of the Commissioner of the Division of Criminal Justice Services based on a grantee's performance, changes in project conditions, or otherwise.

Records – Grantees must keep books, ledgers, receipts, work records, consultant agreements and inventory records pertinent to the project and in a manner consistent with DCJS contractual provisions and mandated guidelines.

Liability – Nothing in the contract between DCJS and the grantee shall impose liability on the State of New York, for injury incurred during the performance of approved activities or caused by use of equipment purchased with grant funds.

Payments – Payments will be made pursuant to a schedule specified in a contract entered into between DCJS and the grant award recipients. Funds will not be available until approved by state control agencies. Generally, payments are made quarterly.

Reports – Grantees shall submit quarterly progress reports to DCJS in a format and time schedule specified in the grant contract, which shall include a description of the program efforts undertaken during the reporting period and the current status of the project. Data concerning key performance measures identified by Division of Criminal Justice Services in the grant award agreement shall be collected and included in each report.

Any law enforcement jurisdiction involved in the grant must submit crime reports to DCJS monthly within 30 days following the end of each month. These reports may be submitted either under the Uniform Crime Reporting System (UCR) or under the Incident-Based Reporting Program (IBR).

Review – The grantee's performance in all areas mentioned above, in addition to the services

contracted for, will be monitored by DCJS. Monitoring activities may take the form of site visits, records inspections, written and telephone communication, or other methods deemed necessary by DCJS.

Disposition of Allocations – DCJS reserves the right to reject applications, deny the awards, or defer applications for future consideration based on insufficient information in the application, lack of accompanying documentation, the inappropriateness of the project proposed, an organizational history of unsuccessful projects of a similar nature, or a history of contract non-compliance.

Revocation of Funds – Funds awarded to an applicant who does not implement an approved project within 90 days from the execution date may be revoked and reprogrammed at the discretion of the Commissioner of the Division of Criminal Justice Services.

Standard Contract Provisions – Grant contracts executed as a result of this Program Announcement will be subject to the terms and conditions of Appendix A, Appendix A-1, Appendix C and Appendix M which are available for review at <http://criminaljustice.ny.gov/ofpa/forms.htm>.

Specific GIVE Initiative Contract Terms

All contracts will have a contract term of July 1, 2014 through June 30, 2015. DCJS reserves the right to modify the contract period and/or the award amount of any contract based on reasons that include but are not limited to: funding cycles, inconsistent appropriation levels, demonstrated project need or exigent circumstances.

Budget reallocations regarding GIVE Initiative contracts will be strictly limited and will require sufficient justification in order to be considered.

ATTACHMENT 10

RFA SUBMISSION TECHNICAL REQUIREMENTS

This attachment is designed to provide the technical requirements required for submitting the RFA. It is particularly important that the directions noted below are followed. DCJS reserves the right to refuse to review any RFA that is submitted outside of the following technical parameters.

Formatting Requirements

All narrative responses found in Section III and IV (Budget) of the GIVE RFA must be submitted in **Microsoft Word, Times New Roman 12 point font, 1.5 lines spaced format**. No other format will be accepted or reviewed by DCJS. Agencies are especially cautioned to not submit narrative responses in Portable Document Format (PDF). PDF documents are acceptable as attachments for other types of supporting documentation submitted as part of the application. Examples of supporting documentation include charts and maps developed by crime analysts. Please do not submit photographs or media articles as part of the application. These will not be reviewed by DCJS as part of the GIVE RFA review process.

RFA Length Requirements

The following guidelines should be followed in regards to the length of each response required as part of the jurisdiction application:

- **Assessment, Analysis, Current Resource** – Maximum of 5 pages
- **Strategy Development** – Maximum of 8 pages
- **Performance Measures** – Maximum of 2 pages
- **Budget Detail** – Maximum of 3 pages

ATTACHMENT 11

CONTRACTOR REQUIREMENTS AND PROCEDURES FOR BUSINESS PARTICIPATION OPPORTUNITIES FOR NYS CERTIFIED MINORITY AND WOMEN-OWNED BUSINESS ENTERPRISES AND EQUAL EMPLOYMENT OPPORTUNITIES FOR MINORITY GROUP MEMBERS AND WOMEN

NEW YORK STATE LAW

Pursuant to New York State Executive Law Article 15-A, DCJS recognizes its obligation under the law to promote opportunities for maximum feasible participation of certified minority-and women-owned business enterprises and the employment of minority group members and women in the performance of DCJS contracts.

In 2006, the State of New York commissioned a disparity study to evaluate whether minority and women-owned business enterprises had a full and fair opportunity to participate in state contracting. The findings of the study were published on April 29, 2010, under the title "The State of Minority and Women-Owned Business Enterprises: Evidence from New York" ("Disparity Study"). The report found evidence of statistically significant disparities between the level of participation of minority-and women-owned business enterprises in state procurement contracting versus the number of minority-and women-owned business enterprises that were ready, willing and able to participate in state procurements. As a result of these findings, the Disparity Study made recommendations concerning the implementation and operation of the statewide certified minority- and women-owned business enterprises program. The recommendations from the Disparity Study culminated in the enactment and the implementation of New York State Executive Law Article 15-A, which requires, among other things, that DCJS establishes goals for maximum feasible participation of New York State Certified minority- and women – owned business enterprises ("MWBE") and the employment of minority groups members and women in the performance of New York State contracts.

Equal Employment Opportunity Requirements

Pursuant to Article 15 of the Executive Law (the "Human Rights Law"), all other State and Federal statutory and constitutional non-discrimination provisions, the Contractor and sub-contractors will not discriminate against any employee or applicant for employment because of race, creed (religion), color, sex, national origin, sexual orientation, military status, age, disability, predisposing genetic characteristic, marital status or domestic violence victim status, and shall also follow the requirements of the Human Rights Law with regard to non-discrimination on the basis of prior criminal conviction and prior arrest.

Business Participation Opportunities for MWBEs

For purposes of this solicitation, DCJS hereby establishes an overall goal of 20% for MWBE participation, 15% for Minority-Owned Business Enterprises ("MBE") participation and 5% for Women-Owned Business Enterprises ("WBE") participation (based on the current availability of qualified MBEs and WBEs). A contractor ("Contractor") on the subject contract ("Contract") must document good faith efforts to provide meaningful participation by MWBEs as subcontractors or suppliers in the performance of the Contract and Contractor agrees that DCJS may withhold payment pending receipt of the required MWBE documentation. The directory of New York State Certified MWBEs can be viewed at: <http://www.esd.ny.gov/mwbe.html>.

Contractors shall attempt to utilize, in good faith, any MBE or WBE identified within its Local Assistance MWBE Subcontractor/Supplier Utilization Proposal Form, during the performance of the Contract. Requests for a partial or total waiver of established goal requirements made subsequent to Contract Award may be made at any time during the term of the Contract to DCJS.

For guidance on how DCJS will determine a Contractor's "good faith efforts," refer to 5 NYCRR §142.8. Contractors must document "good faith efforts" to provide meaningful participation by New York State Certified M/WBE subcontractors or suppliers in the performance of this contract. Criteria for demonstrating "good faith efforts" include but are not limited to any of the following and should be maintained by the contractor for audit purposes:

1. A completed, acceptable Local Assistance MWBE Subcontractor/Supplier Utilization Proposal Form
2. Copies of relevant plans provided to MWBEs specifying terms and conditions of contract
3. Copies of advertisements for solicitations which should be placed in appropriate general circulation, trade and minority & women oriented publications
4. Written solicitations made to certified MWBEs listed in the directory
5. Documented evidence that the contractor has contacted all MWBE's who have expressed interest

In accordance with 5 NYCRR §142.13, Contractor acknowledges that if it is found to have willfully and intentionally failed to comply with the MWBE participation goals set forth in the Contract, such finding constitutes a breach of Contract and DCJS may withhold payment from the Contractor as liquidated damages and/or provide for other appropriate remedies.

Such liquidated damages shall be calculated as an amount equaling the difference between: (1) all sums identified for payment to MWBEs had the Contractor achieved the contractual MWBE goals; and (2) all sums actually paid to MWBEs for work performed or materials supplied under the Contract.

By submitting a bid or proposal, a bidder on the Contract ("Bidder") agrees to submit the following documents and information as evidence of compliance. These forms may be found on the DCJS public website at <http://www.criminaljustice.ny.gov/ofpa/forms.htm>.

Document Type	Planning Document and Instructions	Reporting Document and Instructions
Staffing Documents	Submit <i>Local Assistance MWBE Equal Employment Opportunity Staffing Plan</i> with application	Submit <i>Local Assistance MWBE Workforce Employment Utilization Report</i> with final claim
Subcontractor Utilization Documents	Submit <i>Local Assistance MWBE Subcontractor/Supplier Utilization Proposal Form</i> and <i>Local Assistance MWBE NPS Discretionary Worksheet</i> with application	Submit appropriate <i>Detailed Itemization Forms</i> quarterly, with claim

DCJS will review the submitted Local Assistance MWBE Equal Employment Opportunity Staffing Plan, Local Assistance MWBE Subcontractor/Supplier Utilization Proposal Form, and, Local Assistance MWBE NPS Determination Worksheet and advise the Bidder of DCJS acceptance once an award determination is made.

If a notice of deficiency is issued, Bidder agrees that it shall respond to the notice of deficiency within (7) seven business days of receipt, by submitting a written remedy in response to the notice of deficiency, via mail to DCJS, 80 S. Swan St., Albany, NY 12210 or by facsimile to (518) 457-1186. If the written remedy that is submitted is not timely or is found by DCJS to be inadequate, DCJS shall notify the Bidder and direct the Bidder to submit within (5) five business days a request for a partial or total waiver of MWBE participation goals. Failure to file the waiver form in a timely manner may be grounds for disqualification of the bid or proposal.

DCJS may disqualify a Bidder as being non-responsive under the following circumstances:

- a) If a Bidder fails to submit a Local Assistance MWBE Equal Employment Opportunity Staffing Plan;
- b) If a Bidder fails to submit a Local Assistance MWBE Subcontractor/Supplier Utilization Proposal Form;
- c) If a Bidder fails to submit a Local Assistance MWBE NPS Determination Worksheet;
- d) If a Bidder fails to submit a written remedy to a notice of deficiency; or
- e) If DCJS determines that the Bidder has failed to document good faith efforts.

Please Note: Failure to comply with the foregoing requirements may result in a finding of non-responsiveness, non-responsibility and/or a breach of the Contract, leading to the withholding of funds, suspension or termination of the Contract or such other actions or enforcement proceedings as allowed by the Contract.

ATTACHMENT 12

FINAL CHECKLIST

Before submitting your application in GMS, make sure the following is attached and/or completed.

- The 2014 - 2015 Memorandum of Understanding signed by the partnership members (include justification for any required member signatures not included), attached to GMS application.
Required Attachment in GMS
- Signed letters of support from the participating 2014 - 2015 partnership members detailing their role in the strategy, attached to GMS application. **Required Attachment in GMS**
- Monthly crime data is submitted for primary and secondary (where applicable) police departments and no reports are outstanding at the time of application submission.
- Monthly Gun Data Reports are submitted for primary and secondary (where applicable) police departments and no reports are outstanding at the time of application submission.
- Completed Grant Application using the DCJS Grants Management System making sure to complete:
 - ___ Contact information for all agencies requesting funding
 - ___ Budget Narrative and Justification for all items requested **attached** to GMS submission
 - ___ Responses A, B, and C **attached** to GMS submission
 - ___ MOU and letters of support **attached** to GMS submission
 - ___ M\WBE and EEO forms **attached** to GMS Submission.
- Application complies with technical submission requirements noted in Attachment 10.

Applications submitted via GMS must be submitted by noon (12:00 pm) on March 20, 2014.

If an applicant has difficulties attaching certain documents to the GMS grant application, the document(s) may be sent via e-mail to charles.tyree@dcjs.ny.gov.

Any attachments submitted via e-mail must also be submitted by noon on March 20, 2014.

Applications received after the deadline of noon on March 20, 2014, will be disqualified from funding consideration.