

COUNTY COUNCIL OF ANNE ARUNDEL COUNTY, MARYLAND

Legislative Session 2023, Legislative Day No. 16

Resolution No. 40-23

Introduced by Mr. Smith, Chair  
(by request of the County Executive)

By the County Council, September 18, 2023

1 RESOLUTION approving the application to the United States Department of Justice,  
2 Office of Justice Programs, for a grant under the Edward Byrne Memorial Justice  
3 Assistance Grant Program federal FY 2023 Local Solicitation and recognizing the County  
4 Executive’s authority to act in connection with the grant

5  
6 WHEREAS, the County Council acknowledges that the County has prepared an  
7 application for a grant under the Edward Byrne Memorial Justice Assistance Grant  
8 Program federal FY 2023 Local Solicitation seeking a grant in the amount of  
9 \$160,297, with \$0 in matching funds (the “Application”), a copy of which is  
10 attached hereto as Exhibit A; and

11  
12 WHEREAS, the County Council acknowledges that the Application requires that  
13 the Application be reviewed by the applicant’s governing body and that the  
14 Application be made public, with an opportunity to comment being provided to  
15 citizens and to neighborhood- or community-based organizations; and

16  
17 WHEREAS, the County Executive has reviewed the Application and requests that  
18 the County Council review the Application, make the Application public, and  
19 provide an opportunity for comment by citizens and community-based  
20 organizations; now, therefore, be it

21  
22 *Resolved by the County Council of Anne Arundel County, Maryland,* That, after notice  
23 and a public hearing, it has reviewed and approves the application to the United States  
24 Department of Justice, Office of Justice Programs for a grant under the Edward Byrne  
25 Memorial Justice Assistance Grant Program federal FY 2023 Local Solicitation in the  
26 amount of \$160,297, with \$0 matching funds; and be it further

27  
28 *Resolved,* That the County Council recognizes that the County Executive or the County  
29 Executive’s designee is duly authorized to act in connection with the grant; and be it further

30  
31 *Resolved,* That a copy of this Resolution be sent to County Executive Stuart Pittman.

Resolution No. 40-23

Page No. 2

READ AND PASSED this 6<sup>th</sup> day of November, 2023.

By Order:



Laura Corby  
Administrative Officer

I HEREBY CERTIFY THAT RESOLUTION NO. 40-23 IS TRUE AND CORRECT AND DULY ADOPTED BY THE COUNTY COUNCIL OF ANNE ARUNDEL COUNTY.



Peter I. Smith  
Chair



Mary Lynn Bobbitt <hdbobb00@aacounty.org>

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## Entity Application Submitted

1 message

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**Default** <do-not-reply@ojp.usdoj.gov>  
To: hdbobb00@aacounty.org

Tue, Aug 29, 2023 at 4:33 PM



Your application GRANT13959160 has been successfully submitted for BJA FY 23  
Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local  
Solicitation on 08-29-2023 04:32 PM ET

For more information go to [www.justicegrants.usdoj.gov](http://www.justicegrants.usdoj.gov)  
JustGrants is operated under the U.S. Department of Justice

### Standard Applicant Information

#### Project Information

<b>Project Title</b> Anne Arundel County Criminal Justice Coordinating Council	<b>Proposed Project Start Date</b> 10/1/22	<b>Proposed Project End Date</b> 9/30/26
<b>Federal Estimated Funding (Federal Share)</b> 160297.0	<b>Applicant Estimated Funding (Non-Federal Share)</b> 0.0	<b>Program Income Estimated Funding</b> 0.0
<b>Total Estimated Funding</b> 160297.0		

#### Areas Affected by Project (Cities, Counties, States, etc.)

No items

#### Type Of Applicant

**Type of Applicant 1: Select Applicant Type:**

B: County Government

**Type of Applicant 2: Select Applicant Type:**

\_\_\_\_\_

**Type of Applicant 3: Select Applicant Type:**

\_\_\_\_\_

**Other (specify):**

\_\_\_\_\_

**Application Submitter Contact Information**

**Application POC Prefix Name**

\_\_\_\_\_

**Application POC First Name**

Mary Lynn

**Application POC Middle Name**

\_\_\_\_\_

**Application POC Last Name**

Bobbitt

**Application POC Suffix Name**

\_\_\_\_\_

**Organizational Affiliation**

Anne Arundel, County of

**Title**

Deputy Director, Finance

**Email ID**

hdbobb00@aacounty.org

**Phone Number**

410222.7209

**Fax Number**

\_\_\_\_\_

**ORINumber**

\_\_\_\_\_

**Executive Order and Delinquent Debt Information**


Is Application Subject to Review by State Under Executive Order 12372? \*


c. Program is not covered by E.O. 12372.


Is the Applicant Delinquent on Federal Debt?

No

**SF424 Attachments (4)**

	<b>Name</b>	<b>Date Added</b>
	<a href="#">Form SF424_4_0-V4.0.pdf</a>	8/16/23

	<b>Name</b>	<b>Date Added</b>
	<a href="#">Form SFLLL_2_0-V2.0.pdf</a>	8/16/23

	<b>Name</b>	<b>Date Added</b>
	<a href="#">SF424_4_0-1234-BJAG FY23 Project Identifiers.doc</a>	8/16/23

	<b>Name</b>	<b>Date Added</b>
	<a href="#">GrantApplication.xml</a>	8/16/23

**Authorized Representative**

**Authorized Representative Information**

**Prefix Name**  
\_\_\_\_\_

<b>First Name</b>	<b>Middle Name</b>	<b>Last Name</b>	<b>Suffix Name</b>
Mary Lynn	_____	Bobbitt	_____

**Title**  
Deputy Director, Finance

### Verify Legal Name, Doing Business As, and Legal Address

**Legal Name**

ANNE ARUNDEL COUNTY, MARYLAND

**Doing Business As**

**UEI**

PYJGMH3SG3N5

**Legal Address**

**Street 1**

2662 RIVA RD

**Street 2**

**City**

ANNAPOLIS

**State**

MD

**Zip/Postal Code**

21401

**Congressional District**

03

**Country**

USA

### Certification

The legal name + Doing Business As (DBA) and legal address define a unique entity in the system as represented in its entity profile. The profile legal name and address is applicable to ALL applications and awards associated to this fiscal agent.

- 1. If this information is correct confirm/acknowledge to continue with completion of this application.

**I confirm this is the correct entity.**

**Signer Name**

Mary Lynn Bobbitt

**Certification Date / Time**

08/29/2023 04:33 PM

- 2. If the information displayed does not accurately represent the legal entity applying for federal assistance:

assistance.

- a. Contact your Entity Administrator.
  
- b. Contact the System for Award Management (SAM.gov) to update the entity legal name/address.

3. If the above information is not the entity for which this application is being submitted, Withdraw/Delete this application. Please initiate a new application in Grants.gov with using the correct UEI/SAM profile.

## Proposal Abstract



### ABSTRACT

Anne Arundel County, Maryland will administer the Edward Byrne Memorial Justice Assistance Grant: FY 2023 Local Solicitation with the goal of providing funding to organizations within the Criminal Justice Coordinating Council (CJCC) to promote efficient and effective processing of criminal cases from arrest through ultimate disposition. Within Anne Arundel County, areas served include zip codes 21401, 21060, 21403, 20742, 21409, 21225.

The CJCC Coordination Program seeks to break the criminal justice cycle through treatment and family intervention programs funded by the grant. This is primarily accomplished through the Adult Drug Court programs. Costs funded by the grant related to these special courts include salary and fringe for a treatment case manager and paralegal staff. In addition, the CJCC Coordination Program includes funding a contract with the local mental health agency for treatment of incarcerated individuals with co-occurring disorders. The Partnership for Children Youth and Families will use their FY23 BJAG allotment to fund a Juvenile Re-entry Coordinator and to fund Violence Intervention strategies through the Peer Violence Interruption Health Ambassador program. The Sheriff's Office allocation will fund a mobile app that increases transparency and information sharing among law enforcement and communities. These programs will serve the citizens of Anne Arundel County and those who visit and work here as well.

### Project Identifiers



Drug Courts

Mental Health



Co-Occurring Disorders

Juvenile Re-entry services

Violence Intervention strategies

Sheriff's Office enhanced transparency and information sharing

### Proposal Narrative



	Name	Category	Created by	Application Number	Date Added	
	<a href="#">Program Narrative_BJAG_Arundel County</a>	Proposal Narrative	Mary Lynn Bobbitt		08/29/2023	

### Budget and Associated Documentation

#### Budget Summary

#### Budget / Financial Attachments

#### Budget Worksheet and Budget Narrative

	Name	Category	Created by	Application Number	Date Added	
	<a href="#">Budget Detail.doc</a>	Budget Worksheet and Budget	Mary Lynn Bobbitt		08/29/2	

Narrative  
(attachment)

—



023

### Indirect Cost Rate Agreement

No documents have been uploaded for Indirect Cost Rate Agreement

### Financial Management Questionnaire (Including applicant disclosure of high-risk status)



	Name	Category	Created by	Application Number	Date Added	
	<a href="#">Financial Management Questionnaire - #13959160.pdf</a>	Financial Management and System of Internal Controls Questionnaire (including applicant disclosure of high-risk status)	Mary Lynn Bobbitt	—	08/29/2023	

### Disclosure of Process Related to Executive Compensation

No documents have been uploaded for Disclosure of Process Related to Executive Compensation

### Additional Attachments

No documents have been uploaded for Additional Attachments

### Budget and Associated Documentation

Year 1	Total
Personnel	\$0.00

Fringe Benefits	\$0.00
Travel	\$0.00
Equipment	\$0.00
Supplies	\$0.00
Construction	\$0.00
SubAwards	\$0.00
Procurement	\$0.00
Contracts	\$0.00
Other Costs	\$0.00
Total Direct Costs	\$0.00
Indirect Costs	\$0.00
<b>Total Project Costs</b>	<b>\$0.00</b>

**Total Project Cost Breakdown**

	Total	Percentage
Federal Funds	\$0.00	0.00%
Match Amount	\$0.00	0.00%
Program Income Amount	\$0.00	0.00%

**Please note:** After completing this budget detail summary, please confirm that the following final values entered in this section are identical to those entered in the corresponding estimated cost section of the

Standard Applicant Information. Specifically, the following must be equivalent. If they are not, you will not be able to submit this application until they are updated to be equivalent.

Standard Applicant Information	Equals	Budget Summary
Total Estimated Funding	=	Total Project Costs
Federal Estimated Funding (federal share)	=	Federal Funds
Applicant Estimated Funding (non-federal share)	=	Match Amount
Program Income Estimated Funding	=	Program Income Amount

DOES THIS BUDGET CONTAIN CONFERENCE COSTS WHICH IS DEFINED BROADLY TO INCLUDE \_\_\_\_\_ MEETINGS, RETREATS, SEMINARS, SYMPOSIA, AND TRAINING ACTIVITIES?

### Additional Application Components

#### Research and Evaluation Independence and Integrity Statement


No documents have been uploaded for Research and Evaluation Independence and Integrity Statement

#### Additional Attachments

No documents have been uploaded for Additional Attachments

### Disclosures and Assurances

#### Disclosure of Lobbying Activities

	Name	Category	Created by	Application Number
	<a href="#">Form SFLLL 2 0-V2.0.pdf</a>	LobbyingActivitiesDisclosure	_____	_____

### **Disclosure of Duplication in Cost Items**

No. [Applicant Name on SF-424] does not have (and is not proposed as a subrecipient under) any pending applications submitted within the last 12 months for federally funded grants or cooperative agreements (or for subawards under federal grants or cooperative agreements) that request funding to support the same project being proposed in this application to OJP and that would cover any identical cost items outlined in the budget submitted as part of this application.

### **DOJ Certified Standard Assurances**



OMB APPROVAL NUMBER 1121-0140

EXPIRES 05/31/2019

#### **U.S. DEPARTMENT OF JUSTICE**

#### **CERTIFIED STANDARD ASSURANCES**

On behalf of the Applicant, and in support of this application for a grant or cooperative agreement, I certify under penalty of perjury to the U.S. Department of Justice ("Department"), that all of the following are true and correct:

(1) I have the authority to make the following representations on behalf of myself and the Applicant. I understand that these representations will be relied upon as material in any Department decision to make an award to the Applicant based on its application.

(2) I certify that the Applicant has the legal authority to apply for the federal assistance sought by the application, and that it has the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project costs) to plan, manage, and complete the project described in the

application properly.

(3) I assure that, throughout the period of performance for the award (if any) made by the Department based on the application--

- a. the Applicant will comply with all award requirements and all federal statutes and regulations applicable to the award;
- b. the Applicant will require all subrecipients to comply with all applicable award requirements and all applicable federal statutes and regulations; and
- c. the Applicant will maintain safeguards to address and prevent any organizational conflict of interest, and also to prohibit employees from using their positions in any manner that poses, or appears to pose, a personal or financial conflict of interest.

(4) The Applicant understands that the federal statutes and regulations applicable to the award (if any) made by the Department based on the application specifically include statutes and regulations pertaining to civil rights and nondiscrimination, and, in addition--

- a. the Applicant understands that the applicable statutes pertaining to civil rights will include section 601 of the Civil Rights Act of 1964 (42 U.S.C. § 2000d); section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); section 901 of the Education Amendments of 1972 (20 U.S.C. § 1681); and section 303 of the Age Discrimination Act of 1975 (42 U.S.C. § 6102);
- b. the Applicant understands that the applicable statutes pertaining to nondiscrimination may include section 809(c) of Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10228(c)); section 1407(e) of the Victims of Crime Act of 1984 (34 U.S.C. § 20110(e)); section 299A(b) of the Juvenile Justice and Delinquency Prevention Act of 2002 (34 U.S.C. § 11182(b)); and that the grant condition set out at section 40002(b)(13) of the Violence Against Women Act (34 U.S.C. § 12291(b)(13)), which will apply to all awards made by the Office on Violence Against Women, also may apply to an award made otherwise;
- c. the Applicant understands that it must require any subrecipient to comply with all such applicable statutes (and associated regulations); and
- d. on behalf of the Applicant, I make the specific assurances set out in 28 C.F.R. §§ 42.105 and 42.204.

(5) The Applicant also understands that (in addition to any applicable program-specific regulations and to applicable federal regulations that pertain to civil rights and nondiscrimination) the federal regulations applicable to the award (if any) made by the Department based on the application may include, but are not limited to, 2 C.F.R. Part 2800 (the DOJ "Part 200 Uniform Requirements") and 28 C.F.R. Parts 22 (confidentiality - research and statistical information), 23 (criminal intelligence systems), 38 (regarding faith-based or religious organizations participating in federal financial assistance programs), and 46 (human subjects protection).

(6) I assure that the Applicant will assist the Department as necessary (and will require subrecipients and contractors to assist as necessary) with the Department's

compliance with section 106 of the National Historic Preservation Act of 1966 (54 U.S.C. § 306108), the Archeological and Historical Preservation Act of 1974 (54 U.S.C. §§ 312501-312508), and the National Environmental Policy Act of 1969 (42 U.S.C. §§ 4321-4335), and 28 C.F.R. Parts 61 (NEPA) and 63 (floodplains and wetlands).

(7) I assure that the Applicant will give the Department and the Government Accountability Office, through any authorized representative, access to, and opportunity to examine, all paper or electronic records related to the award (if any) made by the Department based on the application.

(8) If this application is for an award from the National Institute of Justice or the Bureau of Justice Statistics pursuant to which award funds may be made available (whether by the award directly or by any subaward at any tier) to an institution of higher education (as defined at 34 U.S.C. § 10251(a)(17)), I assure that, if any award funds actually are made available to such an institution, the Applicant will require that, throughout the period of performance--

- a. each such institution comply with any requirements that are imposed on it by the First Amendment to the Constitution of the United States; and
- b. subject to par. a, each such institution comply with its own representations, if any, concerning academic freedom, freedom of inquiry and debate, research independence, and research integrity, at the institution, that are included in promotional materials, in official statements, in formal policies, in applications for grants (including this award application), for accreditation, or for licensing, or in submissions relating to such grants, accreditation, or licensing, or that otherwise are made or disseminated to students, to faculty, or to the general public.

(9) I assure that, if the Applicant is a governmental entity, with respect to the award (if any) made by the Department based on the application--

- a. it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
- b. it will comply with requirements of 5 U.S.C. §§ 1501-1508 and 7324-7328, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

(10) If the Applicant applies for and receives an award from the Office of Community Oriented Policing Services (COPS Office), I assure that as required by 34 U.S.C. § 10382(c)(11), it will, to the extent practicable and consistent with applicable law--including, but not limited to, the Indian Self- Determination and Education Assistance Act--seek, recruit, and hire qualified members of racial and ethnic minority groups and qualified women in order to further effective law enforcement by

increasing their ranks within the sworn positions, as provided under 34 U.S.C. § 10382(c)(11).

(11) If the Applicant applies for and receives a DOJ award under the STOP School Violence Act program, I assure as required by 34 U.S.C. § 10552(a)(3), that it will maintain and report such data, records, and information (programmatic and financial) as DOJ may reasonably require.

I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department's awards, including certifications provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.

Please Acknowledge \*

Signed

**SignerID**

hdbobb00@aacounty.org

**Signing Date / Time**

8/29/23 3:30 PM

**DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements; Law Enforcement and Community Policing**

**U.S. DEPARTMENT OF JUSTICE**

**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; DRUG-FREE WORKPLACE REQUIREMENTS; LAW ENFORCEMENT**



**AND COMMUNITY POLICING**

Applicants should refer to the regulations and other requirements cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations or other cited requirements before completing this form. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the U.S. Department of Justice ("Department") determines to award the covered transaction, grant, or cooperative agreement.

**1. LOBBYING**

As required by 31 U.S.C. § 1352, as implemented by 28 C.F.R. Part 69, the Applicant certifies and assures (to the extent applicable) the following:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If the Applicant's request for Federal funds is in excess of \$100,000, and any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal grant or cooperative agreement, the Applicant shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities" in accordance with its (and any DOJ awarding agency's) instructions; and

(c) The Applicant shall require that the language of this certification be included in the award documents for all subgrants and procurement contracts (and their subcontracts) funded with Federal award funds and shall ensure that any certifications or lobbying disclosures required of recipients of such subgrants and procurement contracts (or their subcontractors) are made and filed in accordance with 31 U.S.C. § 1352.

**2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS**

A. Pursuant to Department regulations on nonprocurement debarment and suspension implemented at 2 C.F.R. Part 2867, and to other related requirements, the Applicant certifies, with respect to prospective participants in a primary tier "covered transaction," as defined at 2 C.F.R. § 2867.20(a), that neither it nor any of its principals--

(a) is presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) has within a three-year period preceding this application been convicted of a felony criminal violation under any Federal law, or been convicted or had a civil judgment rendered against it for commission of fraud or a criminal offense in connection with obtaining,

attempting to obtain, or performing a public (Federal, State, tribal, or local) transaction or private agreement or transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion or receiving stolen property, making false claims, or obstruction of justice, or commission of any offense indicating a lack of business integrity or business honesty that seriously and directly affects its (or its principals') present responsibility;

(c) is presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, tribal, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and/or

(d) has within a three-year period preceding this application had one or more public transactions (Federal, State, tribal, or local) terminated for cause or default.

B. Where the Applicant is unable to certify to any of the statements in this certification, it shall attach an explanation to this application. Where the Applicant or any of its principals was convicted, within a three-year period preceding this application, of a felony criminal violation under any Federal law, the Applicant also must disclose such felony criminal conviction in writing to the Department (for OJP Applicants, to OJP at [Ojpcompliancereporting@usdoj.gov](mailto:Ojpcompliancereporting@usdoj.gov); for OVW Applicants, to OVW at [OVW.GFMD@usdoj.gov](mailto:OVW.GFMD@usdoj.gov); or for COPS Applicants, to COPS at [AskCOPSRC@usdoj.gov](mailto:AskCOPSRC@usdoj.gov)), unless such disclosure has already been made.

### 3. FEDERAL TAXES

A. If the Applicant is a corporation, it certifies either that (1) the corporation has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, or (2) the corporation has provided written notice of such an unpaid tax liability (or liabilities) to the Department (for OJP Applicants, to OJP at [Ojpcompliancereporting@usdoj.gov](mailto:Ojpcompliancereporting@usdoj.gov); for OVW Applicants, to OVW at [OVW.GFMD@usdoj.gov](mailto:OVW.GFMD@usdoj.gov); or for COPS Applicants, to COPS at [AskCOPSRC@usdoj.gov](mailto:AskCOPSRC@usdoj.gov)).

B. Where the Applicant is unable to certify to any of the statements in this certification, it shall attach an explanation to this application.

### 4. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, as implemented at 28 C.F.R. Part 83, Subpart F, for grantees, as defined at 28 C.F.R. §§ 83.620 and 83.650:

A. The Applicant certifies and assures that it will, or will continue to, provide a drug-free workplace by--

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in its workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about--

(1) The dangers of drug abuse in the workplace;

- (2) The Applicant's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the award be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the award, the employee will--
- (1) Abide by the terms of the statement; and
  - (2) Notify the employer in writing of the employee's conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- (e) Notifying the Department, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title of any such convicted employee to the Department, as follows:

For COPS award recipients - COPS Office, 145 N Street, NE, Washington, DC, 20530;

For OJP and OVW award recipients - U.S. Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 7th Street, N.W., Washington, D.C. 20531.

Notice shall include the identification number(s) of each affected award;

- (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:
- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency; and
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

##### 5. LAW ENFORCEMENT AGENCY CERTIFICATION REQUIRED UNDER DEPARTMENT OF JUSTICE DISCRETIONARY GRANT PROGRAMS ("SAFE POLICING CERTIFICATION")

If this application is for a discretionary award pursuant to which award funds may be made available (whether by the award directly or by any subaward at any tier) to a State, local, college, or university law enforcement agency, the Applicant certifies that any such law enforcement agency to which funds will be made available has been certified by an approved independent credentialing body or has started the certification process. To become certified, a law enforcement agency must meet two mandatory conditions:

- (a) the agency’s use of force policies adhere to all applicable federal, State, and local laws; and
- (b) the agency’s use of force policies prohibit chokeholds except in situations where use of deadly force is allowed by law.

For detailed information on this certification requirement, see <https://cops.usdoj.gov/SafePolicingEO> .

The Applicant acknowledges that compliance with this safe policing certification requirement does not ensure compliance with federal, state, or local law, and that such certification shall not constitute a defense in any federal lawsuit. Nothing in the safe policing certification process or safe policing requirement is intended to be (or may be) used by third parties to create liability by or against the United States or any of its officials, officers, agents or employees under any federal law. Neither the safe policing certification process nor the safe policing certification requirement is intended to (or does) confer any right on any third-person or entity seeking relief against the United States or any officer or employee thereof. No person or entity is intended to be (or is) a third-party beneficiary of the safe policing certification process, or, with respect to the safe policing certification requirement, such a beneficiary for purposes of any civil, criminal, or administrative action.

**6. COORDINATION REQUIRED UNDER PUBLIC SAFETY AND COMMUNITY POLICING PROGRAMS**

As required by the Public Safety Partnership and Community Policing Act of 1994, at 34 U.S.C. § 10382(c)(5), if this application is for a COPS award, the Applicant certifies that there has been appropriate coordination with all agencies that may be affected by its award. Affected agencies may include, among others, Offices of the United States Attorneys; State, local, or tribal prosecutors; or correctional agencies.

I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department’s awards, including certifications provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.

Please Acknowledge ✨  
Certified

**SignerID**

hdbobb00@aacounty.org

**Signing Date / Time**

8/29/23 3:30 PM

## **Other Disclosures and Assurances**

### **Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable)**

No documents have been uploaded for Other Disclosures and Assurances

### **Declaration and Certification to the U.S. Department of Justice as to this Application Submission**

By [taking this action], I --

1. Declare the following to the U.S. Department of Justice (DOJ), under penalty of perjury: (1) I have authority to make this declaration and certification on behalf of the applicant; (2) I have conducted or there was conducted (including by the applicant's legal counsel as appropriate, and made available to me) a diligent review of all requirements pertinent to and all matters encompassed by this declaration and certification.
  
2. Certify to DOJ, under penalty of perjury, on behalf of myself and the applicant, to the best of my knowledge and belief, that the following are true as of the date of this application submission: (1) I have reviewed this application and all supporting materials submitted in connection therewith (including anything submitted in support of this application by any person on behalf of the applicant before or at the time of

the application submission and any materials that accompany this declaration and certification); (2) The information in this application and in all supporting materials is

accurate, true, and complete information as of the date of this request; and (3) I have the authority to submit this application on behalf of the applicant.

3. Declare the following to DOJ, under penalty of perjury, on behalf of myself and the applicant: (1) I understand that, in taking (or not taking) any action pursuant to this declaration and certification, DOJ will rely upon this declaration and certification as a material representation; and (2) I understand that any materially false, fictitious, or fraudulent information or statement in this declaration and certification (or concealment or omission of a material fact as to either) may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the applicant to civil penalties and administrative remedies under the federal False Claims Act (including under 31 U.S.C. §§ 3729-3730 and/or §§ 3801-3812) or otherwise.

Please Acknowledge ★

Signed

**SignerID**

hdbobb00@aacounty.org

**Signing Date / Time**

8/29/23 3:31 PM

**Other**

No documents have been uploaded for Other

Certified

**Edward Byrne Memorial Justice Assistance Grant Program FY 2023 Local  
Solicitation - Anne Arundel County, Maryland  
Grant Application O-BJA-20223-1711790  
BUDGET DETAIL WORKSHEET AND NARRATIVE**

**A. PERSONNEL**

<u>ITEM - COMPUTATION</u>	<u>COST</u>
SAO - Paralegal for Drug Court – (@90%) of actual \$51,600 X 90% (approx.) = \$47,811	\$47,811
Partnership – Juvenile Re-Entry Navigator - (100%) of actual salary	\$31,500
Health Dept. - Health Dept. Drug Treatment Case Manager (15%) of actual salary. \$56738 X 15% (approx.) = \$8,511	\$8,511
<b>SUB-TOTAL PERSONNEL</b>	<b>\$87,822</b>

**B. FRINGE BENEFITS**

<u>ITEM - COMPUTATION</u>	<u>COST</u>
States Attorney -FICA \$47,811 x .0765	\$ 3,520
States Attorney- Health Benefits	\$ 1,054
Partnership Re-Entry Navigator – FICA \$31,500 x .0765	\$ 2,410
Health Dept.-FICA \$8,511 x .0765	\$ 651
Health Department Benefits	\$ 1,165
<b>SUB-TOTAL FRINGE BENEFITS</b>	<b>\$ 8,800</b>
<b>TOTAL PERSONNEL &amp; FRINGE BENEFITS</b>	<b>\$96,622</b>

**NARRATIVE – Salary and Fringe Benefits**

**Drug Courts:**

The Adult Drug Court operates under the Circuit Court for Anne Arundel County. The majority of the Drug Court expenses are funded through the Office of Problem Solving Court (OPSC) grants including 100% of the Drug Court Coordinator’s salary and benefits. The BJAG funding will support costs unfunded by the OPSC grants in order to provide for the continued operation of the Drug Court Programs. These costs include office and educational supplies and cell phone expenses for staff to communicate with program participants. These costs are detailed in section E.

In the State’s Attorney Office (SAO), the grant funds the employment of a contractual (.90 FTE) Paralegal who vets participants for legal qualifications into the





**Edward Byrne Memorial Justice Assistance Grant Program FY 2023 Local  
Solicitation - Anne Arundel County, Maryland  
Grant Application O-BJA-20223-1711790**

Partnership- Juvenile Re-entry Navigator Office Supplies	\$1,221
--	---------

<b>TOTAL-Supplies</b>	<b>\$2,221</b>
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**NARRATIVE - Supplies**

**Drug Courts:**

The Adult Drug Courts are operated out of the Circuit Court for Anne Arundel County. These programs are totally funded with grant funding and have proven to be a successful program in reducing recidivism rates for those in the criminal justice system as a result of behaviors associated with their addiction.

These funds pay for the cost of producing adult drug court participant calendars, participant handbooks, graduation invitations and programs in addition to day to day office supplies for the case managers and drug court assessors.

The Drug Courts also provide educational materials to their participants. Each participant receives books published by Alcoholics Anonymous and Narcotics Anonymous. These materials include lessons on the “Twelve Steps”, inspirational readings, and “how to” information about recovery and rebuilding your life and community.

The Partnership for Children, Youth & Families has included a small subsidy for miscellaneous office supplies to support the Juvenile Re-entry Navigator.

<b>F. CONSTRUCTION</b>	<b>TOTAL - CONSTRUCTION \$0</b>
------------------------	---------------------------------

**G. CONSULTANTS/CONTRACTS**

Health Department	
Anne Arundel County Mental Health Agency Co-Occurring Disorders	\$23,703
Partnership for Children, Youth & Families	
Violence Interruption Ambassadors	\$25,658
Sheriff’s Office	
Mobile app providing enhanced information sharing Between the Sheriff’s office and communities	\$ 8,219
<b>TOTAL-CONSULTANTS/CONTRACTS</b>	<b>\$57,580</b>

**NARRATIVE – Consultants/Contracts**

**Edward Byrne Memorial Justice Assistance Grant Program FY 2023 Local  
Solicitation - Anne Arundel County, Maryland  
Grant Application O-BJA-20223-1711790**

**Mental Health/Co-Occurring Disorders:**

The Anne Arundel County Health Department will coordinate working with the Anne Arundel County Mental Health Agency to administer funding to support assistance for those in the criminal justice system who are exhibiting Co-occurring Disorders. Not only are these individuals facing drug or other addictions but they are experiencing other issues that are affecting their mental health. Without intervention these individuals often find themselves as part of the criminal justice system and are often incarcerated without treatment.

The Anne Arundel County Mental Health Agency will utilize several providers as well as the vendor “Interventions” to serve this population. The \$23,703 allotment will support assessment and up to 12 visits to assist this population and arrange for referrals to other programs to provide services to up to 75 individuals so they will not become an additional burden on the criminal justice system. This contractor will invoice Anne Arundel County through the Anne Arundel County Mental Health Agency who will provide the financial and programmatic reporting.

**Violence Interruption Ambassadors**

The Heal Violence Community Violence Intervention program currently works with 15 Latinx youth in the communities identified as having the highest rates of gang involvement (or risk for gang involvement) given the presence of high-profile international gangs like MS-13 and Latin Kings in Annapolis. Youth are referred by credible members of the community who are well-respected by individuals at a high risk of violence.

The first Heal Violence cohort will be graduating in July 2023. The Partnership will recruit five members of the cohort to become Youth Advisors/Ambassadors for our youth gun and gang violence intervention work in Annapolis. The youth will be jointly supervised by our Spanish speaking and Peer Navigators. They will be paid stipends of \$12 per hour, 8 hours per week for 52 weeks.

**Sheriff’s Office Mobile App**

The Sheriff’s Office mobile application is a new tool which went live in March 2021 and became available for free through app stores in May 2021. This new app is designed to deliver a host of information to individuals and communities at a single point, your smartphone.

The app gives access to victim resources, the VINELink inmate search tool, sex offender database, and court information. The app also has a portal for citizen complaints and concerns. The annual recurring cost is \$7,995, which will allow the Sheriff’s Office

**Edward Byrne Memorial Justice Assistance Grant Program FY 2023 Local  
Solicitation - Anne Arundel County, Maryland  
Grant Application O-BJA-20223-1711790**

to continue to expand community relations and get timely information into the hands of our citizens

**H. OTHER COSTS**

<u>ITEM – COMPUTATION</u>	<u>COST</u>
Circuit Court - Cell Phone Expenses – Drug Court - Case Managers and Coordinator	\$2,674
Juvenile Re-entry Navigator – Cell Phone Expense Subsidy	\$1,200
<b>TOTAL – OTHER COSTS</b>	<b>\$ 3,874</b>

**NARRATIVE – Other Costs**

**Drug Courts:**

There will be four (4) cell phones supplied to the employees of the drug court programs. The phones are for daily call-ins, including nights and weekends, by drug court participants and for urgent communications between the case managers and the program coordinator. Case managers often do home visits and the phones provide a level of security for the employee.

4 phones @ \$55.00(approx.) per month X 12 months =\$2,674

**I. INDIRECT COSTS**

**TOTAL \$0**

**BUDGET SUMMARY**

**Edward Byrne Memorial Justice Assistance Grant Program FY 2023 Local  
Solicitation - Anne Arundel County, Maryland  
Grant Application O-BJA-20223-1711790**

<b><u>BUDGET CATEGORY</u></b>	<b><u>AMOUNT</u></b>
A. PERSONNEL	\$ 87,822
B. FRINGE BENEFITS	\$ 8,800
C. TRAVEL	\$ 0
D. EQUIPMENT	\$ 0
E. SUPPLIES	\$ 2,221
F. CONSTRUCTION	\$ 0
G. CONSULTANT/CONTRACTS	\$ 57,580
H. OTHER	\$ 3,874
<b>TOTAL DIRECT COSTS</b>	<b>\$</b>
I. INDIRECT COSTS	\$ 0
<b>TOTAL PROJECT COSTS</b>	<b>\$ 160,297</b>
<b>FEDERAL REQUEST</b>	<b>\$ 160,297</b>
<b>NON-FEDERAL REQUEST</b>	<b>\$ 0</b>

**Edward Byrne Memorial Justice Assistance Grant Program FY 2023 Local  
Solicitation, Anne Arundel County, Maryland  
O-BJA-2023-1711790**

**ABSTRACT**

Anne Arundel County, Maryland will administer the Edward Byrne Memorial Justice Assistance Grant: FY 2023 Local Solicitation with the goal of providing funding to organizations within the Criminal Justice Coordinating Council (CJCC) to promote efficient and effective processing of criminal cases from arrest through ultimate disposition. Within Anne Arundel County, areas served include zip codes 21401, 21060, 21403, 20742, 21409, 21225.

The CJCC Coordination Program seeks to break the criminal justice cycle through treatment and family intervention programs funded by the grant. This is primarily accomplished through the Adult Drug Court programs. Costs funded by the grant related to these special courts include salary and fringe for a treatment case manager and paralegal staff. In addition, the CJCC Coordination Program includes funding a contract with the local mental health agency for treatment of incarcerated individuals with co-occurring disorders. The Partnership for Children Youth and Families will use their FY23 BJAG allotment to fund a Juvenile Re-entry Coordinator and to fund Violence Intervention strategies through the Peer Violence Interruption Health Ambassador program. The Sheriff's Office allocation will fund a mobile app that increases transparency and information sharing among law enforcement and communities. These programs will serve the citizens of Anne Arundel County and those who visit and work here as well.

Project Identifiers

Drug Courts

Mental Health

Co-Occurring Disorders

Juvenile Re-entry services

Violence Intervention strategies

Sheriff's Office enhanced transparency and information sharing

**Edward Byrne Memorial Justice Assistance Grant Program FY 2023 Local Solicitation - Anne Arundel County, Maryland – O-BJA-2022-1711790**

**2023 BYRNE JAG APPLICATION PROGRAM NARRATIVE**

Anne Arundel County is centrally located in the state of Maryland. Anne Arundel County consists of 416 miles of land area, 533.5 linear miles of tidal shoreline, and 172 miles of water area, including portions of the Chesapeake Bay and is home to Annapolis, the County seat, and Maryland's state capital. The County is situated between the two urban areas of Baltimore City, and the nation's capital of Washington, DC. The County is home to the United States Naval Academy, BWI-Thurgood Marshall Airport, Fort George Meade, and the National Security Agency.

Based on the most recent US Census Bureau data, the population estimate for Anne Arundel County in 2021 was 590,336 people. Approximately 5.2% of the population lives below the poverty line. Juveniles under the age of 18 comprise approximately 22.3% of the population. The per capita income for Anne Arundel County was \$48,125 in 2020.

The Anne Arundel County Criminal Justice Coordinating Council (CJCC) was created in 1991 to:

- Identify and address the mutual concerns confronting the agencies responsible for the administration of the criminal and juvenile justice systems in Anne Arundel County
- Facilitate the coordination of the programs and activities of the criminal and juvenile justice agencies operating in Anne Arundel County
- Promote the efficient and effective processing of criminal and juvenile justice cases from arrest through ultimate disposition, including correctional programs

Members of the Council include:

Deputy County Attorney, as chair  
Police Chiefs for Anne Arundel County and Annapolis City Police Departments  
Sheriff for Anne Arundel County  
State's Attorney for Anne Arundel County  
Health Officer for Anne Arundel County  
Executive Director of the Anne Arundel County Mental Health Agency  
Superintendent of Detention Facilities  
Executive Director of the Partnership for Children, Youth and Families  
Administrative Judges for both the Circuit Court and District Court of MD  
Master in Chancery for Circuit Court  
Clerk of the Circuit Court for Anne Arundel County  
Circuit Court Administrator  
Supervisors from Parole and Probation and the Department of Juvenile Services  
Anne Arundel County District Public Defender  
A representative from the Anne Arundel County Bar Association  
A representative from the Anne Arundel County Board of Education  
Anne Arundel County Grant Administrator

**Edward Byrne Memorial Justice Assistance Grant Program FY 2023 Local Solicitation - Anne Arundel County, Maryland – O-BJA-2022-1711790**

The Council meets bi-monthly to provide input and guidance for the development of county wide strategies and programs to enhance existing efforts and to collaborate and create additional new programs to focus on the use of crime control and judicial resources.

**FY 2023 Goals and Priorities of the CJCC:**

**Recidivism Reduction**

- Mental Health and Co-Occurring Disorders
- Drug Courts – Assessment and Case Management
- Juvenile Re-entry Program
- Community Violence Intervention - Peer Violence Interruption Ambassador Program
- Enhanced information sharing between law enforcement and communities – Sheriff’s Office mobile app

The Anne Arundel County, Maryland FY 2023 Edward Byrne Memorial Justice Assistance Grant Program Allocation of \$160,297 will be used to support programs to assist with the implementation and funding of the goals and objectives of the CJCC for the benefit of all citizens living and working within Anne Arundel County.

**Recidivism Reduction**

Each year approximately 5,000 offenders are released to the supervision of the State Division of Parole and Probation and Drug Court in the County. Few have regular jobs, about half have their high school diploma, many have spouses, and most have children. Numerous strategies are in place to assist these individuals, while still incarcerated, to prepare for re-entry and help them to learn the tools necessary to return to the community. Without the knowledge of available resources to make a difference in their behaviors and actions, these individuals may re-offend and repeat the cycle. Anne Arundel County’s strategy to reduce recidivism includes the following projects.

The Anne Arundel County Health Department, in collaboration with the Anne Arundel County Mental Health Authority will continue to address residents incarcerated who have existing co-occurring disorders - those individuals in need of both substance abuse treatment, as well as assessment of mental health issues. The funding will be used to provide mental health services to approximately 75 incarcerated Anne Arundel County residents who are uninsured and have mental illness and substance dependence. The services are comprised of psychiatric evaluations and co-occurring mental health therapy. These services will coincide with substance abuse treatment provided by the health department. Funding will support programs for service improvements to stabilize incarcerated persons, followed with additional resources once released. The Anne Arundel County Mental Health Agency will receive funding via the Anne Arundel County Health Department.

Anne Arundel County has two Drug Court Programs in existence. The Circuit Court for Anne Arundel County operates the Adult Drug Treatment Court. The Adult

**Edward Byrne Memorial Justice Assistance Grant Program FY 2023 Local Solicitation - Anne Arundel County, Maryland – O-BJA-2022-1711790**

Drug Court’s mission is to improve our community through enhanced public safety by providing judicially supervised treatment to substance abusing offenders, thereby reducing the social and economic cost of criminal activity. The adult program has the capacity to serve 100 offenders. Admissions are on a rolling schedule so participants are usually able to enter when referred and graduate at the time they complete the program requirements. The District Court operates an Adult Drug Court and a DWI Court.

The combined Drug Court Programs have established key partnerships with community stakeholders including the Department of Health, the States Attorney’s Office, the Division of Parole and Probation, the Office of the Public Defender, the Department of Juvenile Services, and local law enforcement agencies. These partnerships have enabled the Drug Courts to be successful in the goals of providing alternatives to incarceration, reducing recidivism and increasing public safety.

These specialty courts have been operational for a number of years and have proven to be effective in providing community-based treatment and supervision to the targeted populations. These programs require support to help with operational costs of salaries, education materials, graduation and office supplies, and communications expenses.

The Anne Arundel County Partnership for Children, Youth and Families will use their requested allotment of funds for the continuation of the Juvenile Re-entry program and a new initiative, the Pilot Violence Interruption Ambassadors program.

**Juvenile Re-entry Navigator**

**Program Purpose:**

According to the Koch Institute (2020) a successful reentry program is one which helps individuals overcome one or more barriers and collaborates with other community resources to supplement its own program with other services. Additionally, reentry interventions should consider juveniles’ unique life experiences and address the effects of past trauma, fear of stigma, and need for trusting relationships with adults (Fox, 2015.)

The Juvenile Re-entry Navigator will coordinate between the DJS Re-entry specialist, school system, workforce development and other programming and systems to ensure each youth’s successful reentry to the neighborhood.

**Target Population**

African American Youth who have been committed to out-of-home care by the Department of Juvenile Services and are within six months of re-entry.

**Detailed Program Description**



**Edward Byrne Memorial Justice Assistance Grant Program FY 2023 Local Solicitation - Anne Arundel County, Maryland – O-BJA-2022-1711790**

The Re-Entry Navigator is attached to the Partnership’s Systems of Care Initiative. The purpose of Systems of Care is to offer a no wrong door approach to basic needs for youth and their families. We offer a 1-800 number so families can access resources and services in the county, specialized navigators to help residents’ access what they need, and four interdisciplinary teams (CRICT, EC CRICT, SILVER CRICT and BRICKIT) to partner with youth and families in action planning.

The employee hired for this position will have lived experience of the barriers to a successful future for low and very low-income youth in Anne Arundel County. The navigator will act as a mentor and will be trained through the Partnership’s mentoring program in trauma responsive approaches and the importance of ACES.

**Components of the Program**

- The Re-entry Navigator will receive referrals from the Department of Juvenile Services at least 2 months prior to exit. The navigator will meet with the youth and carry out an assessment using the CANS tool developed by the University of Maryland. Each youth will work in partnership with the re-entry navigator to develop short- and long-term goals for their re-entry to the neighborhood.
- The Navigator will meet with the youth weekly, in coordination with the DJS re-entry specialist, to update the youth on progress and referrals.
- Referrals to programming will include; family mediation, therapy, workforce development, place-based GED programming in the neighborhood (funded by the Partnership,) college preparation etc. Some youth may need referrals and help accessing disability programming.
- The Re-entry Navigator will continue to work with the youth through the first year of release with visits weekly for the first month then gradual decline to phone calls and texts as goals are met.

**Pilot Violence Interruption Ambassadors (Annapolis)**

The Heal Violence Community Violence Intervention program currently works with 15 Latinx youth in the communities identified as having the highest rates of gang involvement (or risk for gang involvement) given the presence of high-profile international gangs like MS-13 and Latin Kings in Annapolis. Youth are referred by credible members of the community who are well-respected by individuals at a high risk of violence. Working with bi-lingual staff, these high risk for violence youth – who have dubbed themselves “The Invisibles” – meet bi-weekly to:

- Resolve potentially violent disputes before they occur
- Use peer mentoring, trauma-informed services, and culturally responsive mental health tools to support individuals impacted by daily gun violence
- Build tools and life-skills that enable them to be resilient, manage their emotions, and deal with conflict – both in their homes and in the community – without resorting to violence.

**Edward Byrne Memorial Justice Assistance Grant Program FY 2023 Local Solicitation - Anne Arundel County, Maryland – O-BJA-2022-1711790**

We will recruit five members of the cohort to become Youth Advisors for our youth gun and gang violence intervention work in Annapolis. The youth will be jointly supervised by our Spanish speaking and Peer Navigators. They will be paid stipends of \$12 per hour, 8 hours per week for 52 weeks for the following activities:

- Racial and Ethnic Disparities Youth Committee – founding members
- Peer mentors for Latinx youth
- Latinx youth presence in the Annapolis Hub
- Latinx arts at Maryland Hall

**Sheriff's Office Mobile App to increase transparency and information sharing between law enforcement and communities**

The Sheriff's Office mobile application is a new tool which went live in March 2021 and became available for free through app stores in May 2021. This new app is designed to deliver a host of information to individuals and communities at a single point, an individual's smartphone. This is an outreach effort never before attempted by the Sheriff's Office and significantly increases access to information by citizens, access to alerts from the office, and access to agency employees. The mobile app is also the location of newly available information regarding outstanding criminal and traffic warrants in Anne Arundel County. The app gives access to victim resources, the VINELink inmate search tool, sex offender database, and court information. The app also has a portal for citizen complaints and concerns. This is a great method of communication with communities that cost nearly \$25,000 to construct. The annual recurring cost is \$7,995, which will allow the Sheriff's Office to continue to expand community relations and get timely information into the hands of our citizens

**Grant Administration**

The Criminal Justice Coordinating Council will be assisted by the Anne Arundel County Department of Health, Deputy Director of Finance Mary Lynn Bobbitt in the administration of this grant. Ms. Bobbitt will coordinate expenditures for each participating agency's financial department and will compile an accurate quarterly financial report including all expenditures for the grant. Each agency will be required by the Chair of the CJCC, to supply Ms. Bobbitt with quarterly financial reports, including documentation for audit purposes. These reports will be due from the participating agencies by the 15<sup>th</sup> of the month following the close of the quarter in order for adequate time to compile the financial report to USDOJ prior to the submission deadline.

Ms. Bobbitt is proficient in the use of the Federal on-line reporting system and will assure that all reports are submitted as required and that the paperless request for reimbursement is also completed to assure that the funds are reimbursed to Anne Arundel County by wire transfer.

**Edward Byrne Memorial Justice Assistance Grant Program FY 2023 Local  
Solicitation - Anne Arundel County, Maryland – O-BJA-2022-1711790**

Each agency will also be required to submit a bi-annual progress report document to be compiled into the bi-yearly grant progress report that is due. There will be no costs associated with the administration of this grant.

## DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

OMB Number: 4040-0013

Expiration Date: 02/28/2025

<b>1. * Type of Federal Action:</b> <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. * Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. * Report Type:</b> <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> SubAwardee * Name <input type="text" value="Anne Arundel, County of"/> * Street 1 <input type="text" value="3 Harry S. Truman Parkway"/> Street 2 <input type="text"/> * City <input type="text" value="Annapolis"/> State <input type="text" value="MD: Maryland"/> Zip <input type="text" value="21401-7103"/> Congressional District, if known: <input type="text"/>		
<b>5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:</b>   		
<b>6. * Federal Department/Agency:</b> <input type="text" value="Bureau of Justice Assistance"/>	<b>7. * Federal Program Name/Description:</b> <input type="text" value="Edward Byrne Memorial Justice Assistance Grant Program"/> CFDA Number, if applicable: <input type="text" value="16.738"/>	
<b>8. Federal Action Number, if known:</b> <input type="text"/>	<b>9. Award Amount, if known:</b> \$ <input type="text" value="160,297.00"/>	
<b>10. a. Name and Address of Lobbying Registrant:</b> Prefix <input type="text"/> * First Name <input type="text" value="N/A"/> Middle Name <input type="text"/> * Last Name <input type="text" value="N/A"/> Suffix <input type="text"/> * Street 1 <input type="text" value="N/A"/> Street 2 <input type="text"/> * City <input type="text" value="N/A"/> State <input type="text"/> Zip <input type="text"/>		
<b>b. Individual Performing Services</b> (including address if different from No. 10a) Prefix <input type="text"/> * First Name <input type="text" value="N/A"/> Middle Name <input type="text"/> * Last Name <input type="text" value="N/A"/> Suffix <input type="text"/> * Street 1 <input type="text" value="N/A"/> Street 2 <input type="text"/> * City <input type="text" value="N/A"/> State <input type="text"/> Zip <input type="text"/>		
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.		
<b>* Signature:</b> <input type="text" value="Mary Lynn Bobbitt"/> <b>* Name:</b> Prefix <input type="text"/> * First Name <input type="text" value="Mary Lynn"/> Middle Name <input type="text"/> * Last Name <input type="text" value="Bobbitt"/> Suffix <input type="text"/> <b>Title:</b> <input type="text" value="Deputy Director, Finance"/> <b>Telephone No.:</b> <input type="text"/> <b>Date:</b> <input type="text" value="08/16/2023"/>		
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)

## Application for Federal Assistance SF-424

\* 1. Type of Submission:

- Preapplication  
 Application  
 Changed/Corrected Application

\* 2. Type of Application:

- New  
 Continuation  
 Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

08/16/2023

4. Applicant Identifier:

FY23 BJAG application

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

O-BJA-2023-171790

## State Use Only:

6. Date Received by State:

7. State Application Identifier:

Maryland

## 8. APPLICANT INFORMATION:

\* a. Legal Name:

Anne Arundel, County of

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

5260000878

\* c. UEI:

PYJGMH3SG3N5

## d. Address:

\* Street1:

3 Harry S. Truman Parkway

Street2:

\* City:

Annapolis

County/Parish:

Anne Arundel

\* State:

MD: Maryland

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code:

21401-7103

## e. Organizational Unit:

Department Name:

Anne Arundel County, Maryland

Division Name:

Office of Finance

## f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

\* First Name:

Mary Lynn

Middle Name:

\* Last Name:

Bobbitt

Suffix:

Title:

Deputy Director, Finance

Organizational Affiliation:

Anne Arundel, County of

\* Telephone Number:

410222.7209

Fax Number:

\* Email:

hdbobb00@aacounty.org

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Bureau of Justice Assistance

**11. Catalog of Federal Domestic Assistance Number:**

16.738

CFDA Title:

Edward Byrne Memorial Justice Assistance Grant Program

**\* 12. Funding Opportunity Number:**

O-BJA-2023-171790

\* Title:

BJA FY 23 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation

**13. Competition Identification Number:**

C-BJA-2023-00105-PROD

Title:

Category 2-Applicants with eligible allocation amounts of \$25,000 or more

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

1234-BJAG FY23 Project Identifiers.doc

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Anne Arundel County Criminal Justice Coordinating Council

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.





**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	160,297.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	160,297.00

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes  No

If "Yes", provide explanation and attach





**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed:



U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

Approved: OMB No. 1121-0329  
Expires 11/30/2020

### Background

Recipients' financial management systems and internal controls must meet certain requirements, including those set out in the "Part 200 Uniform Requirements" (2.C.F.R. Part 2800).

Including at a minimum, the financial management system of each OJP award recipient must provide for the following:

- (1) Identification, in its accounts, of all Federal awards received and expended and the Federal programs under which they were received. Federal program and Federal award identification must include, as applicable, the CFDA title and number, Federal award identification number and year, and the name of the Federal agency.
- (2) Accurate, current, and complete disclosure of the financial results of each Federal award or program.
- (3) Records that identify adequately the source and application of funds for Federally-funded activities. These records must contain information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, expenditures, income, and interest, and be supported by source documentation.
- (4) Effective control over, and accountability for, all funds, property, and other assets. The recipient must adequately safeguard all assets and assure that they are used solely for authorized purposes.
- (5) Comparison of expenditures with budget amounts for each Federal award.
- (6) Written procedures to document the receipt and disbursement of Federal funds including procedures to minimize the time elapsing between the transfer of funds from the United States Treasury and the disbursement by the OJP recipient.
- (7) Written procedures for determining the allowability of costs in accordance with both the terms and conditions of the Federal award and the cost principles to apply to the Federal award.
- (8) Other important requirements related to retention requirements for records, use of open and machine readable formats in records, and certain Federal rights of access to award-related records and recipient personnel.

#### 1. Name of Organization and Address:

Organization Name: Anne Arundel County, Maryland

Street1: 44 Calvert Street

Street2:

City: Annapolis

State: MARYLAND

Zip Code: 21401

#### 2. Authorized Representative's Name and Title:

Prefix: Ms First Name: Christine Middle Name: J

Last Name: Anderson Suffix:

Title: Chief Administrative Officer

3. Phone: (410) 222-1390

4. Fax:

5. Email: exande22@aacounty.org

6. Year Established:

1967

7. Employer Identification Number (EIN):

526000878

8. DUNS Number:

64875974

9. a) Is the applicant entity a nonprofit organization (including a nonprofit institution of higher education) as described in 26 U.S.C. 501(c)(3) and exempt from taxation under 26 U.S.C. 501(a)?  Yes  No

If "No" skip to Question 10.

If "Yes", complete Questions 9. b) and 9. c).





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### AUDIT INFORMATION

9. b) Does the applicant nonprofit organization maintain offshore accounts for the purpose of avoiding paying the tax described in 26 U.S.C. 511(a)?

Yes  No

9. c) With respect to the most recent year in which the applicant nonprofit organization was required to file a tax return, does the applicant nonprofit organization believe (or assert) that it satisfies the requirements of 26 C.F.R. 53.4958-6 (which relate to the reasonableness of compensation of certain individuals)?

Yes  No

If "Yes", refer to "Additional Attachments" under "What An Application Should Include" in the OJP solicitation (or application guidance) under which the applicant is submitting its application. If the solicitation/guidance describes the "Disclosure of Process related to Executive Compensation," the applicant nonprofit organization must provide -- as an attachment to its application -- a disclosure that satisfies the minimum requirements as described by OJP.

For purposes of this questionnaire, an "audit" is conducted by an independent, external auditor using generally accepted auditing standards (GAAS) or Generally Governmental Auditing Standards (GAGAS), and results in an audit report with an opinion.

10. Has the applicant entity undergone any of the following types of audit(s) (Please check all that apply):

- "Single Audit" under OMB A-133 or Subpart F of 2 C.F.R. Part 200  
 Financial Statement Audit  
 Defense Contract Agency Audit (DCAA)  
 Other Audit & Agency (list type of audit):

None (if none, skip to question 13)

11. Most Recent Audit Report Issued:  Within the last 12 months  Within the last 2 years  Over 2 years ago  N/A

Name of Audit Agency/Firm: Clifton, Larson, Allen LLP

### AUDITOR'S OPINION

12. On the most recent audit, what was the auditor's opinion?

Unqualified Opinion  Qualified Opinion  Disclaimer, Going Concern or Adverse Opinions  N/A: No audits as described above

Enter the number of findings (if none, enter "0"): 0

Enter the dollar amount of questioned costs (if none, enter "\$0"): \$ 0

Were material weaknesses noted in the report or opinion?

Yes  No

13. Which of the following best describes the applicant entity's accounting system:

Manual  Automated  Combination of manual and automated

14. Does the applicant entity's accounting system have the capability to identify the receipt and expenditure of award funds separately for each Federal award?

Yes  No  Not Sure

15. Does the applicant entity's accounting system have the capability to record expenditures for each Federal award by the budget cost categories shown in the approved budget?

Yes  No  Not Sure

16. Does the applicant entity's accounting system have the capability to record cost sharing ("match") separately for each Federal award, and maintain documentation to support recorded match or cost share?

Yes  No  Not Sure



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17. Does the applicant entity's accounting system have the capability to accurately track employees actual time spent performing work for each federal award, and to accurately allocate charges for employee salaries and wages for each federal award, and maintain records to support the actual time spent and specific allocation of charges associated with each applicant employee?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
18. Does the applicant entity's accounting system include budgetary controls to preclude the applicant entity from incurring obligations or costs that exceed the amount of funds available under a federal award (the total amount of the award, as well as the amount available in each budget cost category)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
19. Is applicant entity familiar with the "cost principles" that apply to recent and future federal awards, including the general and specific principles set out in 2 C.F.R Part 200?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
<b>PROPERTY STANDARDS AND PROCUREMENT STANDARDS</b>	
20. Does the applicant entity's property management system(s) maintain the following information on property purchased with federal award funds (1) a description of the property; (2) an identification number; (3) the source of funding for the property, including the award number; (4) who holds title; (5) acquisition date; (6) acquisition cost; (7) federal share of the acquisition cost; (8) location and condition of the property; (9) ultimate disposition information?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
21. Does the applicant entity maintain written policies and procedures for procurement transactions that – (1) are designed to avoid unnecessary or duplicative purchases; (2) provide for analysis of lease versus purchase alternatives; (3) set out a process for soliciting goods and services, and (4) include standards of conduct that address conflicts of interest?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
22. a) Are the applicant entity's procurement policies and procedures designed to ensure that procurements are conducted in a manner that provides full and open competition to the extent practicable, and to avoid practices that restrict competition?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
22. b) Do the applicant entity's procurement policies and procedures require documentation of the history of a procurement, including the rationale for the method of procurement, selection of contract type, selection or rejection of contractors, and basis for the contract price?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
23. Does the applicant entity have written policies and procedures designed to prevent the applicant entity from entering into a procurement contract under a federal award with any entity or individual that is suspended or debarred from such contracts, including provisions for checking the "Excluded Parties List" system ( <a href="http://www.sam.gov">www.sam.gov</a> ) for suspended or debarred sub-grantees and contractors, prior to award?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
<b>TRAVEL POLICY</b>	
24. Does the applicant entity: (a) maintain a standard travel policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (b) adhere to the Federal Travel Regulation (FTR)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>SUBRECIPIENT MANAGEMENT AND MONITORING</b>	
25. Does the applicant entity have written policies, procedures, and/or guidance designed to ensure that any subawards made by the applicant entity under a federal award – (1) clearly document applicable federal requirements, (2) are appropriately monitored by the applicant, and (3) comply with the requirements in 2 CFR Part 200 (see 2 CFR 200.331)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure <input type="checkbox"/> N/A - Applicant does not make subawards under any OJP awards



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<p>26. Is the applicant entity aware of the differences between subawards under federal awards and procurement contracts under federal awards, including the different roles and responsibilities associated with each?</p>	<p><input checked="" type="checkbox"/> Yes   <input type="checkbox"/> No   <input type="checkbox"/> Not Sure <input type="checkbox"/> N/A - Applicant does not make subawards under any OJP awards</p>
<p>27. Does the applicant entity have written policies and procedures designed to prevent the applicant entity from making a subaward under a federal award to any entity or individual is suspended or debarred from such subawards?</p>	<p><input checked="" type="checkbox"/> Yes   <input type="checkbox"/> No   <input type="checkbox"/> Not Sure <input type="checkbox"/> N/A - Applicant does not make subawards under any OJP awards</p>

**DESIGNATION AS 'HIGH-RISK' BY OTHER FEDERAL AGENCIES**

<p>28. Is the applicant entity designated "high risk" by a federal grant-making agency outside of DOJ? (High risk includes any status under which a federal awarding agency provides additional oversight due to the applicant's past performance, or other programmatic or financial concerns with the applicant.)</p> <p>If "Yes", provide the following:</p> <p>(a) Name(s) of the federal awarding agency: [Redacted]</p> <p>(b) Date(s) the agency notified the applicant entity of the "high risk" designation: [Redacted]</p> <p>(c) Contact information for the "high risk" point of contact at the federal agency: Name: [Redacted] Phone: [Redacted] Email: [Redacted]</p> <p>(d) Reason for "high risk" status, as set out by the federal agency: [Redacted]</p>	<p><input type="checkbox"/> Yes   <input checked="" type="checkbox"/> No   <input type="checkbox"/> Not Sure</p>
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**CERTIFICATION ON BEHALF OF THE APPLICANT ENTITY**

(Must be made by the chief executive, executive director, chief financial officer, designated authorized representative ("AOR"), or other official with the requisite knowledge and authority)

On behalf of the applicant entity, I certify to the U.S. Department of Justice that the information provided above is complete and correct to the best of my knowledge. I have the requisite authority and information to make this certification on behalf of the applicant entity.

Name: Christine Anderson      Date: 2023-08-29

Title:    Executive Director    Chief Financial Officer    Chairman  
 Other: CAO [Redacted]

Phone: (410) 222-1390 [Redacted]