

State of New Mexico 2019 STOP VAWA Grant Application RFP#19-780-P707-000000052

Complete each individual field as directed, each section is mandatory and must be completed as indicated. For example, the Zip+4 code mandates the 5-digit zip code plus your additional 4-digit postal code, '0000' is non-responsive. Any omissions will be deemed as non-responsive and applications will be rejected. "Same as above" is not a valid response.

Continuation Project

Competitive/New Project

Please indicate targeted communities/counties:

Applicant Type: (Check one)

- Law Enforcement Prosecution Victim Services Courts Other

Applicant Agency/Organization:

Agency/Organization Mailing Address

Street: City: Zip +4:
County: Phone: Fax:

Project Contact Mailing Address

Street: City: Zip +4:
Phone: Ext: Fax:
E-mail:

Project Contact:

Title:

Note: The person designated as the *Project Contact* shall serve as the project's point person and be responsible for receiving and responding to project related requests

Finance Officer Mailing Address

Street: City: Zip +4:
Phone: Ext: E-mail:

Finance Officer:

Title:

Authorizing Official Mailing Address

Street: City: Zip +4:
Phone: Ext: E-mail:

Authorizing Official:

Title:

Signature

Date:

Is the applicant System for Award Management (SAM) registered? *Check One.*

 Yes **No** SAM Expiration Date:

Applicant's 9 digit Data Universal Number System (DUNS) Number

Reminder: You are required to maintain active registration in System for Award Management (SAM) throughout the life of the grant.

Person responsible for reporting civil rights findings of discrimination:

Name:

Street Address:

City:

Zip +4:

Phone:

Project Budget Summary: _____

Federal Amount Requested:

Match Amount (if applicable):

Total Project Cost:

Percentage of STOP VAWA funds that will be allocated to the following types of crime:

Type of Crime	% of funds allocated: Cannot exceed 100% <small>(Enter percentage as 1.0 for 100%, .25 for 25%, .75 for 75%, etc.)</small>
Domestic Violence	
Sexual Assault	
Dating Violence	
Stalking	

Project Summary: Four sentences (750 character maximum) summarizing the program activities. Include how this project fits within the 2017 - 2020 Implementation Plan.

Standard Conditions

Non-supplanting: If the Crime Victims Reparation Commission should award STOP VAWA funds to

the funds will be used to supplement, not supplant, other federal, state, or local funding sources during the period of the contract. Supplanting of funds is strictly prohibited.

If awarded, the applicant agrees to comply with the financial and administrative requirements set forth in the current edition of the Office on Violence Against Women (OVW) Grants Management Guide and any additional requirements imposed by the Crime Victims Reparation Commission.

The applicant will provide, as an attachment and as instructed in the RFP, a copy of the most recent Audit .

The applicant will provide, as an attachment and as instructed in the RFP, a copy of your agency's FY19 proposed budget.

The applicant must have a current, Office on Violence Against Women informed Limited English Proficiency (LEP) plan to address outreach and service provision to clients with LEP. The applicant will provide, as an attachment and as instructed in the RFP, a copy of your LEP plan. Applicants must adhere to the elements of their policy.

The Office on Violence Against Women, U.S. Department of Justice requires that all STOP funded state, local and tribal law enforcement, prosecution and court related applicants certify that they have consulted with state, local or tribal victim services programs during the course of the development of their applications and provide dates and content of these planning meetings. Applicants who fall within these categories agree to meaningfully consult with state, local or tribal victim services programs during the development of this application.

Agreement to standard subgrant conditions: To the best of my knowledge and belief, the data in this application is true and correct, the document has been duly authorized by the governing body of the applicant, and the applicant will comply with the attached Assurances if the subgrant is approved.

Authorized Signatory:

Signature:

Date:

Print Name:

Title:

State of New Mexico Crime Victims Reparation Commission FY199 STOP VAWA Budget

Agency Name :

		0.0	10.0	20.0	30.0	40.0	50.0	60.0	80.0	95.0	Total
		Personnel	Personnel Benefits	Instate Travel	Maintenance/ Repairs	Supplies	Contractual/ Consultants	Operation Costs	Capital Outlay	Out of State Travel/Other	
A.	Federal										
B.	Match										
C.	Total Program Budget										

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State of New Mexico Crime Victims Reparation Commission Budget Narrative

Federal : 0.0	Personnel	Position	Annual Salary	Hourly Rate	Total Hrs Wk	VAWA Hrs PerWk	# Months	VAWA Amount
TOTAL								

Federal: 10.0	Personnel Benefits	Position	Itemize Description	Total Gross	VAWA %	Amount
TOTAL						

*Breakout benefits individually. (i.e FICA,7.65%, WC 3%, Retirement 2%, etc.)

Federal: 20.0	Instate Travel	Itemize Description			Amount
			TOTAL		

Federal: 30.0	Maintenance/ Repairs	Itemize Description			Amount
			TOTAL		

Federal: 40.0	Supplies	Itemize Description			Amount
			TOTAL		

Federal: 50.0	Contractual/ Consultants	Itemize Description			Amount
			TOTAL		

Federal: 60.0	Operation Costs	Itemize Description	Total Agency Budget	VAWA %	Amount
			TOTAL		

Federal: 80.0	Capital Outlay	Itemize Description			Amount
			TOTAL		

Federal: 95.0	Out of State Travel/Other	Itemize Description	Amount
TOTAL			

State of New Mexico Crime Victims Reparation Commission Match Budget Narrative

Match : 0.0	Personnel	Position	Annual Salary	Hourly Rate	Total Hrs Wk	VAWA Hrs Wk	# Months	VAWA Amount
TOTAL								

Match: 10.0	Personnel Benefits	Position	Itemize Description	Total Gross	VAWA %	Amount
TOTAL						

*Breakout benefits individually. (i.e FICA, 7.65%, WC 3%, Retirement 2%, etc.)

Match: 20.0	Instate Travel	Itemize Description	Amount
TOTAL			

Match: 30.0	Maintenance/ Repairs	Itemize Description	Amount
TOTAL			

Match: 40.0	Supplies	Itemize Description	Amount
TOTAL			

Match: 50.0	Contractual/ Consultants	Itemize Description	Amount
TOTAL			

Match: 60.0	Operation Costs	Itemize Description	Total Agency Budget	VAWA %	Amount
TOTAL					

Match: 80.0	Capital Outlay	Itemize Description	Amount
TOTAL			

Match: 95.0	Out of State Travel/Other	Itemize Description	Amount
TOTAL			

STOP Violence Against Women Grant Program Federal Purpose Areas

Please check all the purpose areas that apply to your proposed project by CHECKING **the** corresponding number.

All projects must meet at least one purpose area (continuing and competitive/new) but may meet more than one.

1. Training law enforcement officers, judges, other court personnel, and prosecutors to more effectively identify and respond to violent crimes against women, including the crimes of domestic violence, dating violence, sexual assault, and stalking, including the appropriate use of nonimmigrant status under subparagraphs (T) and (U) of section 101(a)(15) of the Immigration and Nationality Act (8 U.S.C.1101 (a)).
2. Developing, training, or expanding units of law enforcement officers, judges, other court personnel, and prosecutors specifically targeting violent crimes against women, including the crimes of domestic violence, dating violence, sexual assault, and stalking.
3. Developing and implementing more effective police, court, and prosecution policies, protocols, orders, and services specifically devoted to preventing, identifying, and responding to violent crimes against women, including the crimes of domestic violence, dating violence, sexual assault, and stalking, as well as the appropriate treatment of victims.
4. Developing, installing, or expanding data collection and communication systems, including computerized systems, linking police, prosecutors, and courts or for the purpose of identifying, classifying and tracking arrests, protection orders, violations of protection orders, prosecutions, and convictions for violent crimes against women, including the crimes of domestic violence, dating violence, sexual assault, and stalking.
5. Developing, enlarging, or strengthening victim services programs, including domestic violence, dating violence, and stalking, developing or improving delivery of victim services and legal assistance to underserved populations, providing specialized domestic violence court advocates in courts where a significant number of protection orders are granted, and increasing reporting and reducing attrition rates for cases involving violent crimes against women, including crimes of domestic violence, dating violence, sexual assault, and stalking.
6. Developing, enlarging, or strengthening programs addressing the needs and circumstances of Indian tribes in dealing with violent crimes against women, including the crimes of domestic violence, dating violence, sexual assault, and stalking.
7. Supporting formal and informal Statewide, multidisciplinary efforts, to the extent not supported by state funds, to coordinate the response of state law enforcement agencies, prosecutors, courts, victim services agencies, and other state agencies and departments, to violent crimes against women, including the crimes of sexual assault, domestic violence, dating violence and stalking.

8. Training of sexual assault forensic medical personnel examiners in the collection and preservation of evidence, analysis, prevention, and providing expert testimony and treatment of trauma related to sexual assault.
9. Developing, enlarging, or strengthening programs to assist law enforcement, prosecutors, courts, and others to address the needs and circumstances of older and disabled women who are victims of domestic violence, dating violence, sexual assault, or stalking, including recognizing, investigating, and prosecuting instances of such violence or assault and targeting outreach and support, counseling, and other victim services to such older and disabled individuals.
10. Providing assistance to victims of domestic violence and sexual assault in immigration matters.
11. Maintaining core victim services and criminal justice initiatives, while supporting complementary new initiatives and emergency services for victims and their families.
12. Supporting the placement of special victim assistants (to be known as “Jessica Gonzales Victim Assistants”) in local law enforcement agencies to serve as liaisons between victims of domestic violence, dating violence, sexual assault, and stalking and personnel in local law enforcement agencies in order to improve the enforcement of protection orders. Jessica Gonzales Victim Assistants shall have expertise in domestic violence, dating violence, sexual assault, or stalking and may undertake the following activities:
 - Developing, in collaboration with prosecutors, courts, and victim service providers, standardized response policies for local law enforcement agencies, including
 - The use of evidence-based indicators to assess the risk of domestic and dating violence homicide and prioritize dangerous or potentially lethal cases;
 - Notifying persons seeking enforcement of protection orders as to what responses will be provided by the relevant law enforcement agency;
 - Referring persons seeking enforcement of protection orders to supplementary services (such as emergency shelter programs, hotlines, or legal assistance services);
 - Taking other appropriate action to assist or secure the safety of the person seeking enforcement of a protection order.
13. Providing funding to law enforcement agencies victim services providers, and State, Tribal, Territorial, and local governments (which funding stream shall be known as the Crystal Judson Domestic Violence Protocol Program) to promote—
 - The development and implementation of training for local victim domestic violence service providers, and to fund victim services personnel, to be known as “Crystal Judson

Victim Advocates,” to provide supportive services and advocacy for victims of domestic violence committed by law enforcement personnel;

- The implementation of protocols within law enforcement agencies to ensure consistent and effective responses to the commission of domestic violence by personnel within such agencies such as the model policy promulgated by the International Association of Chiefs of Police (“Domestic Violence by Police Officers: A Policy of the IACP, Police Response to Violence Against Women Project” July 2003); and
 - The development of such protocols in collaboration with state, tribal, Territorial and local victim services providers and domestic violence coalitions.
14. Developing and promoting state, local, or tribal legislation and policies that enhance best practices for responding to domestic violence, dating violence, sexual assault, and stalking.
 15. Developing, implementing, or enhancing Sexual Assault Response Teams or other similar coordinated community responses to sexual assault.
 16. Developing and strengthening policies, protocols, best practices, and training for law enforcement agencies and prosecutors relating to the investigation and prosecution of sexual assault cases and the appropriate treatment of victims.
 17. Developing, enlarging, or strengthening programs addressing sexual assault against men, women, and youth in correctional and detention settings.
 18. Identifying and conducting inventories of backlogs of sexual assault evidence collection kits and developing protocols and policies for responding to and addressing such backlogs, including protocols and policies for notifying and involving victims.
 19. Developing, enlarging, or strengthening programs and projects to provide services and responses targeting male and female victims of domestic violence, dating violence, sexual assault, or stalking, whose ability to access traditional services and responses is affected by their sexual orientation or gender identity, as defined in section 249(c) of title 18, United States Code.
 20. Developing, enhancing, or strengthening prevention and educational programming to address domestic violence, dating violence, sexual assault, or stalking, with not more than 5 percent of the amount allocated to a state to be used for this purpose.

NARRATIVE

(Continuing Applications 1-6 optional, question 7 Mandatory) (Competitive/New Applications All Questions Mandatory)

Briefly and concisely respond to each of the following topics. Each topic must be addressed. Applications that do not address each of the topics will be considered non-responsive and will not be considered for funding.

Briefly describe your agency/organization. Provide a comprehensive description of your agency's work with

- 1. victims of domestic violence, sexual assault, stalking and/or dating violence. Is your agency a program whose mission is to reach and provide services to underserved, marginalized and/or culturally specific populations. If so, please describe. A description of the type of agency (non-profit, governmental, law enforcement, etc.) must be included. (2000 characters maximum) (*Continuing Applications Optional; Competitive/New Applications All Questions Mandatory)**

- 2. What is the target population that the project will address? (2000 characters maximum)**

(*Continuing Applications Optional; Competitive/New Applications All Questions Mandatory)

3. What is the nature of the problem that the proposed project will address? (Substantiate the problem with current data and other relevant information, as applicable.) (4000 characters maximum)

(*Continuing Applications Optional; Competitive/New Applications All Questions Mandatory)

- 4. Identify underserved, marginalized and culturally specific populations in your region. Describe ways in which your organization is uniquely qualified to provide services to underserved marginalized and culturally specific populations and/or how your organization will work towards reaching and developing meaningful services for underserved marginalized and culturally specific populations. (4000 characters maximum)**

(*Continuing Applications Optional; Competitive/New Applications All Questions Mandatory)

- 5. Describe the way in which the proposed project will address one of the priorities outlined in the 2017 - 2020 Implementation Plan and how this supports the Federal Purpose Areas selected. (4000 characters maximum)**
(*Continuing Applications Optional; Competitive/New Applications All Questions Mandatory)

- 6. Identify your project partners and describe the ways in which collaboration will enhance the intended outcome of the project. (4000 characters maximum)**
(*Continuing Applications Optional; Competitive/New Applications All Questions Mandatory)

- *Please describe agency policies and procedures that account for the access needs of participants with disabilities and participants who have limited English proficiency or are Deaf or hard of hearing, including how the agency ensures operational budget to support the costs associated with accessibility. In addition, please describe how your agency provides training for staff regarding the LEP plan and ensuring meaningful access to individuals who are Deaf and hard of hearing and individuals with disabilities. (4000 characters maximum)**
- 7.**

(* This Question is Mandatory for ALL Continuing Applications and Competitive/New Applications)

Primary Project Components (PPC) Form

GOAL #

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Primary Implementing Activities, Time Line and Impact Evaluation Activities

1) IMPLEMENTING ACTIVITY	

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TIMELINE	<input type="checkbox"/> 1 st Qtr <input type="checkbox"/> 2 nd Qtr <input type="checkbox"/> 3 rd Qtr <input type="checkbox"/> 4 th Qtr
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IMPACT EVALUATION ACTIVITY	
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3) IMPLEMENTING ACTIVITY	

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IMPACT EVALUATION ACTIVITY	
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Note: Make sure you complete a form for each and every measurable objective of your project.

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IMPACT EVALUATION ACTIVITY	
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Note: Make sure you complete a form for each and every measurable objective of your project.

Certification Of Consultation

The Office on Violence Against Women, U.S. Department of Justice, requires that all STOP funded state, local and tribal law enforcement, prosecution and court related applicants certify that they have consulted with state, local or tribal victim services programs during the course of the development of their applications and provide dates and content of these planning meetings. To ensure collaboration within communities, **all applicants** must describe ways in which they consult with other service providers, non-profit, non-governmental and governmental, within the course of the development of their application.

Applicant Mailing Address

Street: City: Zip +4:

Phone: Ext: Fax:

E-mail:

Project Contact: **Title:**

The victim services program(s) with which my agency has meaningfully consulted during the development of this application: (MDT/CCR meetings are not considered planning meeting.)

Name of Contact

Victim Services Organization

Name of Contact

Victim Services Organization

Please list the dates and content of the planning meetings with victim services programs and advocates:

I certify that my agency/organization has consulted with victim services programs during the course of developing the STOP Violence Against Women Grant application in order to ensure that proposed activities and equipment acquisitions are designed to promote the safety, confidentiality and economic independence of victims of domestic violence, sexual assault, stalking and dating violence.

Authorizing Official: **Title:**

Signature: **Date:**

Match Waiver Request Form

The only organizations that may apply for a match waiver are tribal and victim services organizations that are **NOT** providing direct services to victims. Tribal and victim services organizations that are providing direct services to victims are exempt from providing a match.

Primary Point of Contact Name:

Organization/Agency:

Street: City: Zip+4

E-mail address:

Project Period:

Amount Of Match Requested To Be Waived:

Has your region or state been affected by disaster and been designated a disaster area by FEMA within the past 3 years?
 Yes No

(If yes, attach a copy of the declaration of disaster)

What are the special circumstances indicating financial need and/or economic distress? Provide all evidence that you would like considered. (Examples: lay-offs, double-digit unemployment rates, reduction in funding, population served.)

Authorizing Official:

Title:

Signature:

Date:

ASSURANCES

The Applicant hereby assures and certifies compliance with all Federal statutes, regulations, policies, guidelines and requirements, including OMB Circulars No. A-21, A-110, A-122, A-128, A-87; E.O. 12372 and Uniform Administrative Requirements for Grants and Cooperative Agreements 28 CFR, Part 66, Common rule, that govern the application, acceptance and use of Federal funds for this federally-assisted project. Also the Applicant assures and certifies that:

1. It possesses legal authority to apply for the grant; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information may be required.
2. It will comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and federally-assisted programs.
3. It will comply with provisions of Federal law which limit certain political activities of employees of a State or local unit of government whose principal employment is in connection with an activity financed in whole or in part by Federal grants. (5 USC 1501, et seq.)
4. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act
5. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
6. It will give the sponsoring agency or the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
7. It will comply with all requirements imposed by the Federal-sponsoring agency concerning special requirements of law, program requirements, and other administrative requirements.
8. It will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify the Federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.
9. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1976. Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
10. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966 as amended (16 USC 470), Executive Order 11593, and the Archeological and Historical Preservation Act of 1966 (16 USC 569a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of Investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
11. It will comply, and assure the compliance of all its sub grantees and contractors, with the applicable provisions of Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, the Juvenile Justice and Delinquency Prevention Act, or the Victims of Crime Act, as appropriate; the provisions of the current edition of the Office of Justice Programs Financial and Administrative Guide for Grants, M7100.1; and all other applicable Federal laws, orders, circulars, or regulations.
12. It will comply with the provisions of 28 CFR applicable to grants and cooperative agreements including Part 18, Administrative Review Procedure; Part 20, Criminal Justice Information Systems; Part 22, Confidentiality of Identifiable Research and Statistical Information; Part 23, Criminal Intelligence Systems Operating Policies; Part 30, Intergovernmental Review of Department of Justice Programs and Activities; Part 42, Nondiscrimination/Equal Employment Opportunity Policies and Procedures; Part 61, Procedures for Implementing the National Environmental Policy Act; Part 63, Floodplain Management and Wetland Protection Procedures; and Federal laws or regulations applicable to Federal Assistance Programs.
13. It will comply, and all its contractors will comply, with the non-discrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, 42 USC 3789(d), or Victims of Crime Act (as appropriate); Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; Subtitle A, Title II of the Americans with Disabilities Act (ADA) (1990); Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; Department of Justice Non-Discrimination Regulations, 28 CFR Part 42, Subparts C,D,E, and G; and Department of Justice regulations on disability discrimination, 28 CFR Part 35 and Part 39.
14. In the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against a recipient of funds, the recipient will forward a copy of the finding to the Office for Civil Rights, Office of Justice Programs.
15. It will provide an Equal Employment Opportunity Program if required to maintain one, where the application is for \$500,000 or more.
16. It will comply with the provisions prohibits of the Coastal Barrier Resources Act (P.L. 97-348) dated October 19, 1982 (16 USC 3501 et seq.), which prohibits the expenditure of most new Federal funds within the units of the Coastal Barrier Resources System

 Signature

 Date



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE COMPTROLLER

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

Applicants should refer to the regulations 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 before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, 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, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If 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 undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510—

A. The applicant certifies that it and its principals:

(a) Are not 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) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a

public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620—

A. The applicant certifies 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 the grantee's 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 grantee'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 grant 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 grant, the employee will—

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her 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 agency, 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, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(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;

(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).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

1. Grantee Name and Address:

2. Application Number and/or Project Name

3. Grantee IRS/Vendor Number

4. Typed Name and Title of Authorized Representative

5. Signature

6. Date

Check if there are workplaces on file that are not identified here.

Section 67, 630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7. Check if the State has elected to complete OJP Form 4061/7.

**DRUG-FREE WORKPLACE
(GRANTEES WHO ARE INDIVIDUALS)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67; Sections 67.615 and 67.620—

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 Seventh Street NW., Washington, DC 20531.