

VT SIU Grants Application Guidance – FY16



TO: FY16 - SIU Grant Applicants

FROM: Marc Metayer, Grants Program Manager

Subject: Grant Application Changes for FY16

The following guidance is provided to update applicants on changes to the VT SIU Grants application process for FY16.

Funding Levels: Funding for Program Support Grants in FY16 is essentially level funded at the FY15 appropriation amount. Due to the current economic climate, no funding increase was requested this year. If your application does contain modest increases in funding requests, please prioritize your needs clearly and indicate why such increases may be necessary.

Law Enforcement Support: The FY16 budget is designed to accommodate up to ten (10) Law Enforcement Support Grants at the maximum level of funding - \$60,000.

SIUs will disburse this funding in quarterly payments to participating departments, as noted in the Grants Handbook.

Reimbursement grants for sheriff's departments in Essex County and Grand Isle County remain available (24V.S.A. §1940(c)).

NEW for 2016:

- 1) ***VCJTC Level III Law Enforcement certification is required*** for investigators assigned to SIU duties. SIU Law Enforcement funding will not be available for use with non-Level III officers. For reference: T20 VSA § 2358
 - a. ***Level II certified officers may apply for a waiver from the VT Criminal Justice Training Council to conduct investigations assigned to SIUs; Level II certified officers must have received specialized training and been conducting SIU investigations prior to July 1, 2015***

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- 2) ***Standard MOU established for Law Enforcement Grants*** detailing the responsibilities for supervision of investigators along with outlining specific crimes that will be expected to comprise the caseload for the SIU. This change is in accordance with the pending legislative changes to 24 VSA § 1940.

NCA Outcome Measurement System: The Vermont Children’s Alliance has adopted the use of NCA’s Outcome Measurement System (OMS) to establish quality of service assessments with clients and partners in Vermont’s CACs. In partnership with VCA, the results from OMS will be a critical component of the SIU performance measurement process under RBA criteria. Implementation of OMS has been occurring during the first half of 2015 and will be a significant component of the FY16 performance measurement process. Use of OMS will also allow for the discontinuance of the two deliverable reports that are currently required on an annual basis. It’s free, it’s automated, and it eliminates two existing reporting requirements.

Training Support Grants: Training Support Grants remain an option for SIU use, but are subject to funding availability.

Budget Worksheets: Two budget worksheets are required, as in previous application years. The worksheets have been combined as separate tabs in a combined workbook. Budget Worksheet #1 is under tab 1; Budget Worksheet #2 is under tab 2. **Both worksheets must be completed.** NOTE – The worksheets are designed to use ***negative*** number entries in the blocks displaying RED numbers (-25.00) and ***positive*** number entries in the blocks displaying BLACK numbers (25.00).

Reference Material: The ***FY16 SIU Grants Handbook*** contains the updated information noted above, as well as the full listing of allowable and unallowable expenses. Please review this information thoroughly and refer to the guidance when completing your applications. The SIU Grants Handbook is now in two versions, the ***Program Support Guidance*** handbook and the ***Law Enforcement Guidance*** handbook which was edited to provide program guidance specifically for Law Enforcement Support Grants.

All SIU Grants Program Forms and Grant Guidance can be viewed and downloaded for use at: <http://prosecutors.vermont.gov/special-investigation-units>

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Electronic Submissions: In order to reduce the expense of copying and mailing documents, application documents and quarterly reports which require original signatures should be signed by your designated signature authority and the ***originals retained in your files locally***. A scanned copy of the original, transmitted in .pdf format, can be submitted electronically along with other required documentation to the Grants Program Manager.

Electronic Payments: Beginning in FY15 and continuing for this year, grant award funds will be released via ACH payments directly to your designated bank. All SIUs have established authorizations with the Department of Finance and Management to allow for electronic payment.

Deadline for Submission: May 15, 2015

Questions: Please contact the Grants Program Manager directly:

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