

VT SIU Grants Application Guidance – FY17



TO: FY17 - SIU Grant Applicants

FROM: Marc Metayer, Grants Program Manager

Subject: Grant Application Changes for FY17

The following guidance is provided to update applicants on changes to the VT SIU Grants application process for FY17.

Funding Levels: Funding for Program Support Grants in FY17 has been increased to accommodate some expected growth during this year. Over the last couple of years, a number of SIUs have found the need to increase the size of office footprints, which has driven the increase in Program Support Grant requests. The budget request for this year was made anticipating the rental increases projected by Chittenden and Lamoille Counties.

Law Enforcement Support: The FY17 budget is designed to accommodate up to eleven (11) Law Enforcement Support Grants at the maximum level of funding - \$60,000. This is an increase of one grant award to the existing allocation of LE Grants and was proposed in response to the addition of an investigator in Washington County. ***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)).

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

Budget Worksheets: Unchanged from previous years, two budget worksheets are required. 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).

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Reference Material: The ***FY17 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 found in two versions. The original version is found in the ***Program Support Guidance*** handbook and the newer version is 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/content/special-investigation-unit>

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.

NEW for FY17 – Law enforcement computer replacements will now be managed by providing a replacement stipend to be budgeted within your Program Support Grant application. The stipend is limited to \$1,000 and will be available to you on a four year cycle. SIUs eligible for this stipend during FY17 are: Bennington, Franklin, Washington, Windham, and Windsor. Previously issued laptop equipment must be returned once you have obtained a replacement computer. Please contact me with any questions you may have concerning this process.

Deadline for Submission: May 15, 2016

Questions: Please contact the Grants Program Manager directly:

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