

LOUISIANA COMMISSION ON LAW ENFORCEMENT
AND ADMINISTRATION OF CRIMINAL JUSTICE

APPLICATION AND REVIEW
SUMMARY

APPLICATION NUMBER: P13-8-002

APPLICANT: Louisiana District Attorney's Association

PROJECT TITLE: Training & Equipment

PROJECT FUNDS :

FUND: \$ 20,000 100.00%

MATCH: \$ 0 0.00%

TOTAL: \$ 20,000 100.00%

PROJECT DURATION: 11 months

START DATE: 07/01/2012

END DATE: 05/31/2013

Continuation of P11-8-003

PROJECT SUMMARY:

The Louisiana District Attorneys Association continues to maintain a strong presence in the area of Louisiana prosecutors. The mission of the LDAA is "To improve the Louisiana and the Office of District Attorney by enhancing the effectiveness and professionalism of Louisiana's district attorneys and their staffs through education, legislative involvement, liaison, and information sharing." In fulfillment of its mission, the LDAA strives to continually improve our methods for information sharing and training opportunities.

RECOMMENDATION : FUND DENY

SPECIAL CONDITIONS :

LOUISIANA COMMISSION ON LAW ENFORCEMENT AND ADMINISTRATION OF CRIMINAL JUSTICE	APPLICATION FOR AID TO CRIMINAL JUSTICE PAGE 1
<p><u>DISTRICT USE ONLY:</u> This application has been reviewed by the local Council at the _____ meeting. (DATE)</p> <p style="text-align: center;">Recommendation: _____ Fund _____ Deny</p> <p>District Director Signature: _____ Date: _____</p>	
<p>1. Short Title of Project: BLOCK TRAINING and EQUIPMENT</p>	<p>2. Program Area:</p>
<p>3. Project Duration: Total Length: <u>11</u> Months Start Date: <u>07/01/12</u> End Date: <u>05/31/13</u></p>	<p>4. Program Funds: \$ <u>20,000</u></p>
<p>5. Applicant Agency or Institution (Name, address, phone number)</p> <p>Louisiana District Attorneys Association 1645 Nicholson Drive Baton Rouge, Louisiana 70802-8143 (225) 343-0171</p> <p>Federal Tax ID Number: 72-0738652</p>	<p>6. Project Director (Name, title, address, phone number)</p> <p>E. Pete Adams, Executive Director Louisiana District Attorneys Association 1645 Nicholson Drive Baton Rouge, Louisiana 70802-8143 (225) 343-0171</p>
<p>7. Financial Officer (Name, address, phone number)</p> <p>Roxanne M. Barrios Louisiana District Attorneys Association 1645 Nicholson Drive Baton Rouge, Louisiana 70802-8143 (225) 343-0171</p>	<p>8. Official Authorized to Sign Application (Name, address, phone number)</p> <p>E. Pete Adams, Executive Director Louisiana District Attorneys Association 1645 Nicholson Drive Baton Rouge, Louisiana 70802-8143 (225) 343-0171</p>

LA COMMISSION
LAW ENFORCEMENT
2012 DEC 10 AM 9:50

9. Summary: Concisely state the application's (1) Problem/Needs; (2) Goals/Objectives; and (3) Results desired.

(1) Problem/Needs

The LDAA is currently operating a substantial network, which provides email, file and print services, database management, website hosting and voice over IP telephone services to its staff of fifteen users. LDAA currently has five users operating old personal computers that are not capable of running the latest operating systems, thus presenting security issues. The LDAA would like to replace five personal computers in our office to alleviate the potential security issues.

With the assistance of previous Electronic Equipment grants, we were able to implement a large **virtual machine**, VM server that allows us to provision new **virtual servers** without buying new hardware. This has proven to be extremely efficient and we are currently in need of new backup software capable of backing up these virtual servers. This will enable us to restore a failed server quickly. Last year we purchased one (1) virtual host license for the Symantec System Recovery Virtual Edition which worked well except that it only covered one host and proved to be cumbersome and time consuming when a data restore was needed. We have since evaluated and successfully tested a product called PHD Virtual Backup. We would like to purchase three (3) Host licenses, which will safeguard all of our servers.

The Apple I-Pads acquired in previous years have proven to be an extremely effective training aid. We have found that even students with little or no significant computer experience embrace this technology and find it intuitive. We would like to purchase one (1) additional Apple I-Pad II for training purposes.

LDAA continues to provide extensive training to the District Attorneys and their staff; therefore, we are always looking for more efficient and innovative ways to conduct this training. Working with our Audio Visual contractor, we were able to test a **Push to Talk** microphone system. This substantially improves the quality of voice in the varied environments in which we train. We propose purchasing a 25-user **Push to Talk** system.

(2) Goals

- To procure funding for the purchase of:

Five (5) Dell Optiplex 3010 Desktop computers with 4 GB RAM, Win 7-64 & Office Professional

One (1) Apple I-PAD II

Three (3) PHD Virtual Backup Software for Virtual Machines

Twenty-five user (25) Push to Talk Microphone System

Objectives

1. Research and procure three (3) proposals for each equipment item requested above by no later than January 31, 2013.
2. Purchase items requested by no later than March 31, 2013.
3. Confirm delivery of all items in the grant by the end of May 2013.

(3) Results Desired

By purchasing the upgrades listed and implementing same, we will realize increased efficiency, lower operating costs and better security of our information systems. In addition, in the training area, we will increase the productivity and quality of the training programs provided.

10. Detailed Project Budget (Current Year Only)

100. Personnel					Project Funds	Category Totals
Name	Position	% of Time	Monthly Salary	# of Mo.		
Personnel Subtotal						
200. Fringe Benefits (FICA, Retirement, Etc.)						
Fringe Benefits Subtotal						
300. Travel (Transportation and Subsistence)						
Travel Subtotal						
400. Equipment (itemized)						
SEE ATTACHED						\$10,000
Equipment Subtotal						
500. Supplies (itemize)						
Supplies Subtotal						
600. Professional Services (Consultants, Etc.)						
Professional Services Subtotal						
800. Other Direct Costs						
SEE ATTACHED						\$10,000
Other Direct Costs Subtotal						
Total Project Costs						\$20,000

11. Budget Narrative

Begin below and add as many continuation pages (3a, 3b, etc.) as may be necessary to relate the items budgeted to project activities, and complete the required justification and explanation of the project budget.

400. EQUIPMENT

Qty	Description	Price
5	Dell Optiplex 3010 Desktop with 4GB Win7-64 and Office Professional	\$4,313.00
1	Apple I-Pad II	793.52
3	PHD Virtual Backup Software for VMs	3,900.00
25	Push to Talk Microphone System	993.48
	TOTAL EQUIPMENT	\$10,000.00

800. OTHER DIRECT COSTS

LDAA Annual Conference (SanDestin, FL, June 29 – July 3, 2012)

Audio Visual Equipment Rental \$ 8,405.00

LDAA Fall Seminar (Baton Rouge, LA November 14 – 16, 2012)

Audio Visual Equipment Rental 1,595.00

TOTAL OTHER DIRECT COSTS \$ 10,000.00

Standard Grant Conditions: Applicant understands and agrees that any grant received as a result of this application shall be subject to and incorporate the following standard grant conditions:

- (A) **Compliance with Policy.** This grant shall be subject to the policies and regulations established by the Louisiana Commission on Law Enforcement and Administration of Criminal Justice.
- (B) **Competitive Procurement.** Competitive procurement is to be utilized in the purchasing of equipment and contractual expenditures.
- (C) **Reports.** The grantee shall submit, at such times and in such form as many be prescribed, such reports as LCLE may reasonably require, including quarterly and/or final fiscal reports.
- (D) **Inspection and Audit.** LCLE and/or the Louisiana Legislative Auditor shall have access for purpose of audit and examinations to any books, documents, papers, and records of the grantee, and to relevant books and records of contractors.
- (E) **Maintenance of Records.** All required records, including inventory of equipment purchased with funds from Act 562 funds shall be maintained until an audit is completed and all questions arising therefrom are resolved, or three (3) years after completion of project, whichever is sooner.
- (F) **Written Approval of Changes.** Grantee must obtain prior written approval from LCLE for major project changes. These include (a) changes of substance in project activities, designs, or research plans set forth in the approved application; (b) changes in project director or key personnel identified in the approved application; (c) changes in the approved budget; and (d) changes in the grant period. Requests for change or extension of the grant must be made in writing in advance of grant expiration.
- (G) **Obligation of Grant Funds.** Grant funds may not, without advance written approval by LCLE, be obligated prior to the effective date or subsequent to the termination date of the grant period. Such obligations must be related to goods or services provided and utilized within the grant period. In all cases, all obligations must be incurred prior to May 31, 2013. **ALL GOODS AND SERVICES PAID FROM GRANT FUNDS MUST BE DELIVERED TO GRANTEE ON OR BEFORE MAY 31, 2013. REQUEST FOR FUNDS AND FINAL EXPENDITURE REPORTS MUST BE RECEIVED BY LCLE NO LATER THAN MAY 31, 2013. ANY REQUEST FOR FUNDS OR EXPENDITURE REPORTS RECEIVED AFTER THIS DATE WILL NOT BE PAID.**
- (H) **Property.** Property acquired under the grant shall be used in the criminal justice system consistent with the objectives of the project funded.

REVISED 11/22/11

Signature of Authorized Official _____



Date _____

12/07/2012