

APPLICATION NUMBER: P12-8-003

APPLICANT: Louisiana Sheriffs' Association

PROJECT TITLE: Training & Equipment

PROJECT FUNDS :

FUND:	\$ <u>20,000</u>	100.00%
MATCH:	\$ <u>0</u>	0.00%
TOTAL:	\$ <u>20,000</u>	100.00%

PROJECT DURATION:	<u>11</u> months
START DATE:	<u>07/01/2011</u>
END DATE:	<u>06/01/2012</u>

Continuation of P11-8-002

PROJECT SUMMARY:

These funds will be used to offset the expenses associated with the 2012 Louisiana Sheriff's Training Institute. This Institute is a training opportunity for the 22 sheriffs' elect and their department designee on information vital to the operations and procedures of a sheriff's office. Speakers will be brought in to offer training on various topics such as: ethics, campaign finance; basic jail guidelines; insurance services; legislation etc.

RECOMMENDATION : FUND DENY

SPECIAL CONDITIONS :

1. FUNDS ARE TO BE USED EXCLUSIVELY FOR THE ADMINISTRATION OF THE ACT 562 PROGRAM.
2. PROCUREMENT OF EQUIPMENT AND CONTRACT SERVICES SHALL BE ON THE BASIS OF COMPETITION IN ACCORDANCE WITH APPLICABLE STATE AND/OR LOCAL GOVERNMENT PROCUREMENT REGULATIONS AND CONSISTENT WITH POLICIES ESTABLISHED BY THE LOUISIANA COMMISSION ON LAW ENFORCEMENT.
3. ANY SUBGRANT TO A SINGLE AGENCY IN EXCESS OF \$3,000 MADE FROM REGIONAL BLOCK TRAINING FUNDS MUST BE APPROVED BY LCLE.
4. FORM PC-21 REPORT OF BLOCK TRAINING TO BE SUBMITTED TO LCLE WITH FINAL EXPENDITURE REPORT.
5. PRE-AWARD COSTS ALLOWABLE FROM 07/01/12.
6. THE END DATE FOR THIS GRANT IS 06/01/12. NO EXPENDITURES MAY GO BEYOND THIS DATE. TO ENSURE THAT ALL REIMBURSEMENTS CAN BE MADE TO YOUR AGENCY, ALL FINAL REQUESTS FOR PAYMENTS FOR THIS GRANT MUST BE SUBMITTED TO THE LOUISIANA COMMISSION ON LAW ENFORCEMENT NO LATER THAN 07/15/12.
7. ALL PUBLICITY (PRESS RELEASES, ETC.) CONCERNING ANY TRAINING COURSES HELD SHOULD BE HANDLED BY THE AGENCY SPONSORING THE TRAINING (SHERIFF, DISTRICT ATTORNEY, DISTRICT COUNCIL, ETC.) WITH THE CREDIT FOR THE TRAINING GOING TO THAT AGENCY WITH THE LOUISIANA COMMISSION ON LAW ENFORCEMENT AND THE DRUG CONTROL AND VIOLENT CRIME POLICY BOARD BEING NAMED AS THE SOURCE OF FEDERAL GRANT FUNDS.
8. ALL TRAVEL EXPENDITURES MUST BE IN ACCORDANCE WITH STATE TRAVEL REGULATIONS.

DISTRICT USE ONLY: This application has been reviewed by the local Council at the _____ meeting.

P12-8-003

(DATE)

Recommendation: X Fund _____ Deny _____

District Director Signature: _____ Date: _____

1. Short Title of Project: **BLOCK TRAINING and EQUIPEMENT**

2. Program Area:

3. Project Duration: Total Length: 11 Months
Start Date: 07/01/11 End Date: 06/01/12

4. Program Funds: \$ 20,000

5. Applicant Agency or Institution
(Name, address, phone number)

Louisiana Sheriffs' Association
801 N. Blvd.
Baton Rouge, LA 70802
(225)343-8402

Federal Tax ID Number: 72-6013158

6. Project Director
(Name, title, address, phone number)

Michael Ranatza
Executive Director
801 N. Blvd.
Baton Rouge, LA 70802
(225)343-8402

7. Financial Officer
(Name, address, phone number)

Cynthia Butler
801 N. Blvd.
Baton Rouge, LA 70802
(225)343-8402

8. Official Authorized to Sign Application
(Name, address, phone number)

Michael Ranatza
801 N. Blvd.
Baton Rouge, LA 70802
(225)343-8402

LA COMMISSION
LAW ENFORCEMENT
2012 JAN 20 PM 1:38

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

These funds will be used to offset the expenses associated with the 2012 Louisiana Sheriffs' Training Institute. This Institute is a training opportunity for the 22 sheriffs' elect and their department designee on information vital to the operations and procedures of a sheriff's office. Speakers will be brought in to offer training on various topics such as: ethics, campaign finance; basic jail guidelines; insurance services; legislation etc.

10. Detailed Project Budget (Current Year Only)						
100. Personnel					Project Funds	Category Totals
Name	Position	% Of Time	Monthly Salary	Number of Months		
Personnel Subtotal						
200. Fringe Benefits (FICA, Retirement, Etc.)						
Fringe Benefits Subtotal						
300. Travel (Transportation and Subsistence)						
Travel Subtotal						
400. Equipment (Itemized)						
Equipment Subtotal						
500. Supplies (Itemize)						
Supplies Subtotal						
600. Professional Services (Consultants, Etc.)						
Professional Services Subtotal						
800. Other Direct Costs						
**See Budget Narrative (Page 3)					20,000	20,000
Other Direct Costs Subtotal					20,000	20,000
Total Project Costs					20,000	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.

SEE ATTACHED NARRATIVE

2011-2012 Electronic Equipment/Block Training Grant

7/1/11- 6/1/12

800 Other Direct

2012 Louisiana Sheriffs' Training Institute
Marriott Hotel
Baton Rouge, Louisiana
February 27 – March 2, 2012

These funds will be used to fund the lodging; mileage and supply purchase expenses associated with 2012 Louisiana Sheriffs' Training Institute. The Institute will provide a training opportunity for the 22 sheriffs-elect and their chief deputy/selected designee. This training is provided each election cycle to newly elected sheriffs and their departments to offer them vital information on the operations and procedures of a sheriff's office. Speakers will be brought in to offer training to the attendees on various topics including but not limited too: ethics; campaign finance; basic jail guidelines; insurance services including health and liability; legislation, etc.

LODGING

22 sheriffs-elect + 22 department representative = 44 attendees

44 x \$96.00 (2012 Travel Reg Rate) x 4 nights = \$16,896.00

Lodging Total **\$16,896.00**

SUPPLIES

Purchase of various training materials and reference books to be given to the attendees of the 2012 Louisiana Sheriffs' Training Institute. Also needed will be standard office supplies such as paper; pens; ink cartridges etc to prepare for the Institute.

Supplies Total **\$2,000.00**

MILEAGE

To reimburse mileage costs for Institute attendees to and from the training.

.51 x 2164.70 (miles) = \$1,104.00

Mileage Total **\$1,104.00**

OTHER DIRECT TOTAL **\$20,000.00**