

**2016 Edward Byrne Memorial  
Justice Assistance Grant (JAG)  
Kentucky Justice and Public Safety Cabinet State Application  
Project Abstract**

It is the goal of the Kentucky Justice and Public Safety Cabinet (JPSC) to use funds awarded from the 2016 JAG State Program to assist state and local units of government and nonprofit agencies to create and augment projects which will concentrate on substance abuse. JPSC strategy includes placing funding priority on multi-jurisdictional drug task forces and programs that tackle substance abuse through prevention, intervention, and enforcement. These priorities have been identified by Kentucky's Criminal Justice Council, the advisory body to the Secretary of the Kentucky Justice Cabinet. The JPSC will use funds to support multi-jurisdictional drug task force programs and enhanced enforcement activities, drug-related prosecution programs, substance abuse and reentry initiatives, overtime for public safety officers, drug court programs, juvenile drug and alcohol prevention programs, corrections and community corrections projects, etc. These funds will support long-term investments in public safety which address substance abuse and enhance other law enforcement initiatives to protect Kentucky citizens. JPSC coordination plans include awarding of funds to approved applicants by the end of June, 2015, with a detailed report of these awards forwarded to the Bureau of Justice Assistance (BJA). Tracking and reporting of funds and outcomes will be collected quarterly and submitted to BJA throughout the JAG award period. Beginning with the 2011 application cycle, JPSC staff began working with multi-jurisdictional drug task force agencies for related planning efforts within specific expectations and training in required areas for improvement, with a goal toward funding primarily evidence-based practices and activities beginning in the 2016 funding cycle.

2016 JAG project identifiers most associated with proposed project activities include: task forces; drug endangered children; drug market intervention; law related education; methamphetamine; and prescription drugs.

**2016 Edward Byrne Memorial  
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Kentucky Justice and Public Safety Cabinet State Application  
Program Narrative**

Justice Assistance Grant (JAG) funds awarded to the Commonwealth of Kentucky in 2016 will be awarded to subgrantees to fund projects that will improve the functioning of Kentucky's criminal justice system within the guidelines of the JAG Program.

Feedback from local and state lawmakers, treatment and prevention professionals, law enforcement, and concerned citizens of the Commonwealth have shown that there is an overwhelming need for programs to be developed and implemented which will address substance abuse across the Commonwealth.

As a result, special emphasis will continue to be given to multi-jurisdictional drug task force agencies and projects that advance state drug control policies as set forth by the Kentucky Office of Drug Control Policy. Other priority funding areas will include prevention concerning drug and alcohol use, treatment and alternatives to incarceration, and enforcement and prosecution improvement projects.

The JAG program will focus on portions and/or combinations of the following priorities:

**Prevention**

- Goals: Interrupt inappropriate behaviors, redirect behavior outcomes, incorporate families in the process. Expand community knowledge of substance abuse.
- Objectives: Increase emphasis on demand reduction. Assess public education against program efficacy and cost. Expand projects that increase awareness of underage use of alcohol, tobacco, drugs and adult substance abuse. Expand projects that target juveniles for treatment and family-inclusive approaches.

**Intervention**

- Goals: Modify offender behavior and reduce recidivism and prison overcrowding.
- Objectives: Implement projects that address the critical need for compliance with treatment. Implement structural changes that promote accountability in the interface between treatment providers and the justice system. Expand drug courts and other alternatives to incarceration (tailored to specific needs of communities). Enhance offender assessment and treatment for adults and juveniles at all stages of the criminal justice system. Expand drug treatment resources for female offenders. Share expertise and

resources across disciplines. Expand existing treatment services and resources. Develop family-inclusive approaches. Increase effective models to deal with juvenile treatment needs. Conduct comprehensive outcome evaluations of treatment measures.

## **Enforcement**

**Goals:** Make the enforcement arm of this holistic approach as strong as possible to deal with drugs, violence, marijuana eradication, and related issues.

**Objectives:** Enhance resources and strategies that include prescription drugs and marijuana eradication. Enhance projects that focus on increased offender accountability.

Programs selected for funding will be required to meet criteria from one of the seven purpose areas as outlined in the JAG solicitation. Programs may include, but not be limited to:

- Multi-Jurisdictional Drug Task Forces
- Drug Eradication Programs, both state and local
- Law Enforcement Programs
- Prosecutorial Based Programs/Initiatives
- Drug Court Initiatives
- Corrections and Community Corrections Programs
- Offender Re-Entry Programs
- Offender Rehabilitation
- Community Crime Prevention and Substance Abuse Education Programs
- Youth Prevention and Education Programs
- Technology and Records Improvement
- Crime Victim and Witness Programs (other than compensation)
- Other Allowable Programs

Kentucky Revised Statute 48.810 requires that each executive branch program cabinet submit a four year strategic plan every two years, in concert with its biennial budget request. Each agency must also prepare and submit an annual strategic plan progress report detailing the agency's progress in the past year toward achieving its strategic goals and objectives on or before September of each even-numbered fiscal year (e.g., 2014). Please see the attached Strategic Planning Guidelines.

As its three primary goals, the Kentucky Justice and Public Safety Cabinet's Strategic Plan (attached) identifies: 1.) ensuring safe communities; 2.) improving recruitment, selection, and training of criminal justice personnel; and 3.) leading in the development of criminal justice policy. Key components of pursuing each of these goals are collaborative engagement of all components of the criminal justice community; efficient allocation of funds; and enhanced enforcement and offender services, particularly those related to substance abuse. The Kentucky Criminal Justice Council provides an efficient vehicle for gathering criminal justice community input, as it statutorily (see KRS 15A.075, attached) requires membership of the Commissioners

of all major state criminal justice agencies, the Administrative Office of the Court, the Office of the Attorney General, the House and Senate Judiciary Committees, the Association of Criminal Defense Lawyers, and the County Attorneys' Association. The Council meets as necessary, at the call of the Cabinet Secretary/Chair, and was extensively engaged recently in the development of penal code reform and related matters. As a result of these efforts, substance abuse – including prevention, treatment, and enforcement – has always been Kentucky's primary focus for Justice Assistance Grant funds. In recent years, the often related issue of offender re-entry has become a significant focus.

In addition, Grants Management Branch coordinates the Violence Against Women Act (VAWA) Implementation Plan, which seeks information and input from representative agencies and individuals from across the state. Through the planning process, consensus is developed regarding the best use of federal VAWA funds awarded to the state, and the plan is then used as a guide in expending funds and awarding subgrants.

The Kentucky Justice and Public Safety Cabinet (JPSC), as State Administering Agency for federal criminal justice grants in Kentucky, will ensure that diverse funding sources are coordinated to assure delivery of the most efficient and effective programs and policy development. The JPSC will also insure compliance with the pass through requirement that designates 40.5% of Kentucky JAG funds to go to local units of government. JPSC will ensure that federal funds are used to supplement existing funds for program activities and not replace or supplant nonfederal funds that have been appropriated for the same purpose. There will be a 25% cash match required for all JAG funds provided through JPSC and compliance with all applicable federal guidelines will be enforced.

The Kentucky Justice and Public Safety Cabinet has accepted and reviewed applications for this grant and will make awards by the end of June, 2016. Grant awards will be approved for one year. Once subawards have been made, a detailed report of programs funded through this grant will be forwarded to the Bureau of Justice Assistance (BJA).

The Kentucky Justice and Public Safety Cabinet's electronic grants management system and Kentucky's accounting system have adequate components and controls in place to ensure the proper tracking of all funds transactions. The JPSC will submit all financial and programmatic reports, performance measure data, and subgrant information as required by the Bureau of Justice Assistance.

In addition, Grants Management Branch (GMB) staff will provide ongoing assistance to subrecipients and perform monitoring visits to ensure subrecipients' compliance with all JAG special conditions and provisions. These monitoring visits will give GMB staff firsthand knowledge of the specific details of each project and, at the same time, foster a good working relationship between the branch and subrecipients.



## JUSTICE AND PUBLIC SAFETY CABINET

**Matthew G. Bevin**  
Governor

**John C. Tilley**  
Secretary

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Frankfort, Kentucky 40601  
(502) 564-7554  
(502) 564-4840 (fax)

June 30, 2016

Mr. David Byerman Director  
Legislative Research Commission  
Room 300, State Capitol  
Frankfort, KY 40601

Dear Mr. Byerman:

The Kentucky Justice & Public Safety Cabinet submitted its application to the U.S. Department of Justice, Bureau of Justice Assistance, for funding under the 2016 Edward Byrne Memorial Justice Assistance Grant (JAG) State Program on June 30, 2016.

Federal guidelines provide that the legislature or its designated body shall have not fewer than thirty (30) days to review its contents. The application will be held without action by the Bureau of Justice Assistance until the required 30 days has passed.

If you have any questions or comments about this application, please contact me at 564-3251.

Sincerely,

A handwritten signature in cursive script that reads "Diane Tilley-Marcus".

Diane Tilley-Marcus  
Administrative Branch Manager  
Grants Management Branch

**2016 Edward Byrne Memorial  
Justice Assistance Grant (JAG)  
Kentucky Justice and Public Safety Cabinet State Application  
Review Narrative**

As required, the Kentucky State Application for 2016 Edward Byrne Memorial Justice Assistance Grant has been made available to Kentucky's legislative body via a letter and the application narrative sent to Mr. David Byerman, Director, Kentucky Legislative Research Commission. The letter indicated that Kentucky's legislature shall have not fewer than thirty (30) days to review its contents. The letter will be sent June 30, 2016. Any comments received from Kentucky's legislative body will be forwarded to the Bureau of Justice Assistance. Attached is a copy of the letter sent to Mr. Byerman.

Also as required, the Kentucky State Application for 2016 Edward Byrne Memorial Justice Assistance Grant has been made available for public comment via publishing of an announcement and inclusion of the application narrative on the Kentucky Justice and Public Safety Cabinet's Home Web Page. The application has been made available for review and comments for the period 6/30/16 to 7/30/16. The public has been directed to send any comments to [www.AskGMB@ky.gov](mailto:www.AskGMB@ky.gov). Any comments received will be forwarded to the Bureau of Justice Assistance. Below is a copy of this announcement as it appears on the Kentucky Justice and Public Safety Cabinet's website.

**2016 Edward Byrne Memorial  
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Disclosure of Pending Applications**

The Kentucky Justice and Public Safety Cabinet does not have pending applications submitted within the last 12 months for federally funded assistance that include requests for funding to support the same project being proposed under this solicitation and will cover the identical costs items outlined in the budget narrative and worksheet in the application under this solicitation.

2016 Drug Task Force Evidence-Based Performance Management Instrument

Drug Task Force Name:

Variable	Definition	CY 2012 (Actual)	CY 2013 (Actual)	CY 2014 (Actual)	CY 2015 (Expected)	CY 2015 (Actual)*	CY 2016 (Expected)**
Number of Cases Initiated	The number of cases opened during the reporting period.						
Number of Cases Referred for State Prosecution	The number of cases referred for state prosecution during the reporting period.						
Number of Cases Referred for Federal Prosecution	The number of cases referred for federal prosecution during the reporting period.						
Number of Indictments	The number of indictments obtained during the reporting period.						
Number of Confidential Informants Activated	The number of confidential informants activated (used) during the reporting period.						
Number of Search Warrants Obtained	The number of search warrants obtained by the DTF during the reporting period.						
Drug Seizures	For each drug listed below, provide the amount seized by the DTF during the reporting period.						
Marijuana							
Processed	Amount seized in grams (g). (1000g = 1kg)						
Indoor Plants	Amount seized in number of indoor plants.						
Outdoor Plants	Amount seized in number of outdoor plants.						
Methamphetamine	Amount seized in grams (g). (1000g = 1kg)						
Cocaine	Amount seized in grams (g). (1000g = 1kg)						
Heroin	Amount seized in grams (g). (1000g = 1kg)						
Prescription Pills							
Schedule II	Amount seized in dosage units						
Schedule III	Amount seized in dosage units						
Schedule IV	Amount seized in dosage units						
Schedule V	Amount seized in dosage units						
Pseudoephedrine	Amount seized in grams (g). (1000g = 1kg)						
Synthetic Cannabinoids (K2, Spice, etc.)	Amount seized in grams (g). (1000g = 1kg)						
Synthetic Cathinones (Bath Salts, etc.)	Amount seized in grams (g). (1000g = 1kg)						
Drug Purchases	For each drug listed below, provide the amount purchased by the DTF during the reporting period.						
Marijuana	Amount purchased in grams (g). (1000g = 1kg)						
Methamphetamine	Amount purchased in grams (g). (1000g = 1kg)						
Cocaine	Amount purchased in grams (g). (1000g = 1kg)						
Heroin	Amount purchased in grams (g). (1000g = 1kg)						
Prescription Pills							

Schedule II	Amount purchased in dosage units						
Schedule III	Amount purchased in dosage units						
Schedule IV	Amount purchased in dosage units						
Schedule V	Amount purchased in dosage units						
Pseudoephedrine	Amount purchased in grams (g). (1000g = 1kg)						
Synthetic Cathinones (Bath Salts, etc.)	Amount purchased in grams (g). (1000g = 1kg)						
Number of Firearms Seized	The total number of firearms seized during the reporting period. The total value of violator assets seized during the reporting period. Include the value of any firearms, vehicles, currency, real property, and any other asset seized.						
Total Value of Violator Assets Seized	A clandestine methamphetamine laboratory is an illicit operation consisting of a sufficient combination of apparatus and chemicals that either has been or could be used in the manufacture or synthesis of controlled substances. Dumpsites should be included in this count. Please note that one location = one incident. Do not count multiple labs at one location.						
Number of Clandestine Meth Lab Incidents	The number of drug endangered children is measured by the number of referrals the DTF has made to Child Protective Services.						
Number of Drug Endangered Children	A Drug Trafficking Organization (DTO) is defined as an organization consisting of five or more persons that (1) has a clearly defined hierarchy or chain-of-command and (2) whose principle activity is to generate income or acquire assets through a continuing series of illegal drug production, manufacturing, importation, or distribution activities. Provide the total number of DTOs identified within your jurisdiction.						
Drug Trafficking Organizations	A DTO has been <i>disrupted</i> if the normal and effective operation of a DTO is impeded, indicated by changes in organizational leadership and/or changes in methods of operation, including, for example, financing, trafficking patterns, communications or drug production.						
Number Identified	A DTO has been <i>dismantled</i> if the leadership, financial base and supply network of a DTO is incapable of operating and/or reconstituting itself.						
Number Disrupted	Each time a DTF initiative provides sufficient case information to another entity for the purpose of enabling that entity to conduct an independent investigation it is counted as a case referral. It does not matter if or when an independent investigation is opened. One case can be referred multiple times to multiple entities. Each case can be counted as a separate referral. Repeated referrals of the same case to the same entity cannot be counted as a referral more than once.						
Number Dismantled	Cases the DTF worked on with other agencies are considered <i>interagency efforts</i> .						
Number of Interagency Efforts	The number of entries the DTF made into the deconviction system during the reporting period.						
Number of Deconvictions Entered	Community outreach includes the activities the DTF engaged in with the community during the reporting period. Activities that raise awareness, educate the community, increase safety, etc., should be included.						
Community Outreach/Awareness	The number of press releases issued by the DTF during the reporting period.						
Number of Press Releases	The number of community events/presentations DTF has conducted.						
Number of Community Events/Forums Attended							

**\*For the CY 2015 Actual Variables Column--In situations where 2015 "actual" output for a particular variable was significantly lower or higher than "expected" output, please provide narrative explanation/detail in the text box below. Please identify the variable, then provide explanation.**

**\*\*For the CY 2016 Expected Variables Column--In situations where 2016 "expected" output for a particular variable listed is significantly lower, stagnant or significantly higher than 2015 "actual" output, please provide narrative explanation/detail in the text box below. Please identify the variable, then provide explanation.**

**As necessary, please provide footnotes to explain any other performance measures in the text box below. Please identify variable and year, then provide additional explanation.**

**15A.075 Criminal Justice Council -- Membership -- Duties -- Administrative support.**

- (1) The Criminal Justice Council is hereby created within the Justice and Public Safety Cabinet.
- (2) The membership of the council shall consist of:
  - (a) The secretary of the Justice and Public Safety Cabinet, who shall serve as the chair;
  - (b) The Attorney General or his or her designee;
  - (c) The chair of the Judiciary Committee of the House of Representatives or his or her designee;
  - (d) The chair of the Judiciary Committee of the Senate or his or her designee;
  - (e) The executive director of the Administrative Office of the Courts or his or her designee;
  - (f) The president of the Kentucky Association of Criminal Defense Lawyers or his or her designee;
  - (g) The deputy secretary of the Justice and Public Safety Cabinet, who shall serve as the deputy chair;
  - (h) The commissioner of the Department of Kentucky State Police or his or her designee;
  - (i) The commissioner of the Department of Criminal Justice Training or his or her designee;
  - (j) The commissioner of the Department of Corrections or his or her designee;
  - (k) The commissioner of the Department of Juvenile Justice or his or her designee;
  - (l) A representative of the County Attorneys Association;
  - (m) The Public Advocate of Kentucky or his or her designee; and
  - (n) A representative of the Commonwealth's Attorneys Association.
- (3) The council shall undertake such research and other activities as may be authorized or directed by:
  - (a) The secretary of the Justice and Public Safety Cabinet; or
  - (b) The General Assembly.
- (4) Each member of the council shall have one (1) vote. Members of the council shall serve without compensation but shall be reimbursed for their expenses actually and necessarily incurred in the performance of their duties. The council shall meet on the call of its chair.
- (5) A simple majority of the members of the council shall constitute a quorum for the conduct of business at a meeting.
- (6) The council is authorized to establish committees and appoint additional persons who may not be members of the council, as necessary to effectuate its purposes.

## Strategic Planning

### What is Strategic Planning?

Successful strategic plans are working documents that explain where you are going and promote the constructive change that will get you there.

Planning is setting the direction for something. Usually, we start with preferred results and work backward to identify what will produce those results.

Strategies are methods to achieve goals and objectives.

Strategic planning allows organizations to make fundamental decisions that guide them to a developed vision of the future. The result of this effort, the strategic plan, serves as the basis for action that directs all resources toward that future. The plan, which must be practical and flexible, guides daily decisions.

### Why do Strategic Planning in State Government?

The purpose of strategic planning in Kentucky government is to:

- establish statewide direction in key policy or functional areas to move away from crisis-driven decision-making
- provide a basis for aligning resources in a rational manner to address the critical issues facing the state now and in the future
- make state government more responsive to the needs of Kentuckians by placing greater emphasis on benefits and results rather than just service efforts and workload
- bring focused issues to policy-makers for review and debate
- provide a context to link the budget process and other legislative processes with priority issues, and to improve accountability for the use of state resources
- establish a means of coordinating the policy concerns of public officials with agency efforts
- build interagency, intergovernmental, and public/private/nonprofit partnerships
- provide a forum for communication between service providers and the constituents they serve.

### KRS 48.810

The Kentucky strategic planning statute ([KRS 48.810](#)) requires that each executive branch program cabinet and a few non-cabinet organizational entities submit a four (4) year strategic plan every two (2) years when it submits its biennial budget request (generally by November 1 of each odd-numbered fiscal year, e.g., 2011, 2013, etc).

Each agency required to submit a strategic plan also is required to prepare and submit an annual strategic plan progress report detailing the progress the agency has made in the past year toward achieving its strategic goals and objectives on or before September 1 of each even-numbered fiscal year, e.g., 2012, 2014, etc.

### Process Steps and Strategic Phases

Process steps for strategic planning are:

- define the mission
- conduct an internal/external assessment
- create a vision
- state alignment to Governor's goals
- identify values
- identify long-range goals
- specify objectives
- identify performance indicator measures
- develop action plans
- implement
- assess
- modify
- report.

Strategic phases from vision to outcomes are:

- Phase One: Analyze
- Phase Two: Plan
- Phase Three: Implement
- Phase Four: Measure
- Phase Five: Report

### Strategic Planning Guidelines

To lay the foundation for a successful strategic planning process:

- Establish a planning team.
- Discuss the constructive purposes of the planning model.
- Make sure everyone understands the process and expected outcomes.
- Allow sufficient time to go through the process.
- Discuss the agency mission and your contribution to it.
- Build a foundation of information to lead to specific outcomes and outputs.

### Strategic Planning Questions

An effective strategic process provokes answers to the following questions:

#### Resources

[Strategic Plan Template](#) (Word 80KB)

[Kentucky Strategic Planning Handbook](#) (Word 347KB)

[Strategic Plan Glossary](#) (Word 44KB)

[Facilitation Guide](#) (Word 59KB)

#### Related Links

[Office of the State Budget Director](#)

[Legislative Research Commission](#)

[Office of the Governor](#)

[Auditor of Public Accounts](#)

[Open Door: Kentucky's Transparency Portal](#)

[Agency Plans and Reports](#)

- What is our purpose for existing?
- Who are our customers and stakeholders?
- What are our strengths and weaknesses?
- What trends affect our work environment?
- What factors are critical to our success?
- What fundamental policy decisions must we make?
- What values and principles must guide our decisions?
- What actions are required to implement our decisions?
- What are our priorities; what resources will we need?
- What will be the impact on our target groups or customers?
- How will we know that it is worthwhile?
- How will we analyze and explain that we are on or off track?
- How will we make necessary corrections during implementation?

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# Justice & Public Safety Cabinet

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## Strategic Plan for 2014-2018

54 Justice & Public Safety Cabinet

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October 2013

## **Cabinet Overview**

### Mission statement

The mission of the Justice and Public Safety Cabinet is to create a safe and secure society through the effective prevention, detection and reduction of crime and delinquency, and through effective application of incarceration, rehabilitation and reintegration of offenders.

### Vision statement

As a national leader in criminal justice, our vision is to continuously improve public safety and the quality of life through:

- o Reducing crime and the threat of crime;
- o Coordinating efficient interagency services;
- o Increasing effective substance abuse treatment programs;
- o Enhancing citizen confidence in the criminal justice system;
- o Protecting individual rights; and
- o Supporting victims and communities.

### Core Values

The Justice & Public Safety Cabinet strives to be proactive and provide criminal justice services that are fair and impartial. The Cabinet works to achieve ongoing public safety, a reduction in criminal activity, and successful rehabilitation of offenders. The Cabinet would like to have adequate resources to effectively ensure public safety and to attract and retain a well trained and adequately compensated work force.

## **Governor's Goals**

Attracting & growing jobs;

Balanced budget without raising taxes;

Clean & ethical government;

Quality education for all students;

Affordable & accessible health care;

Honoring our veterans.

## Statement of Alignment

### Attracting & Growing Jobs

- By working to increase substance abuse treatment programs and using evidence-based programming within the Department of Corrections' institutions, the Cabinet is helping to prepare a better workforce. Through reentry efforts to remove barriers to employment, we hope to also help more ex-felons find employment and allow them to be productive members of society.

### Balanced Budget without raising Taxes

- The Justice Cabinet is proud of our efforts to utilize existing resources smartly to save money. An example is turning a former prison into a police academy. We also repurposed a no longer need DJJ facility into a DJJ training center.
- Justice Reinvestment under HB463 has allowed savings from the MRS program and local jail costs to be reallocated to the Local Correctional Assistance Fund, the catastrophic medical fund, and for additional substance abuse programming.
- The Cabinet hopes to continue this trend of utilizing our resources to their best abilities in the next two years.

### Quality Education for all Students

- DJJ continues to work to provide traditional educational opportunities as well as vocational opportunities for the kids committed to their care.
- DOC also works to provide educational opportunities for inmates and evidence base programming to help offenders find jobs when they reenter their communities.

### Affordable & Accessible Healthcare

- Expanded Medicaid and the Affordable Care Act will allow DOC to recoup additional costs for inmate medical expenses.

### Honoring our Veterans

- Recruitment and retention of veterans is a priority for the Cabinet
- Prison Veteran Program

## Situation Analysis/ Environmental Analysis

The agencies of the Justice and Public Safety Cabinet are responsible for providing criminal justice services including crime prevention, incarcerating felons, investigating criminal activity, and working to provide answers to the drug problems in Kentucky that often lead to additional crimes.

The Cabinet has made it a priority over the past 6 years to constantly re-evalutate how we use our resources to the best of our ability. This has included repurposing existing buildings into

other needed facilities, passage of major legislation (HB463 of the 2011 Regular Session and HB1 of the 2012 Special Session), and innovative ways to get additional substance abuse treatment options into communities. The Cabinet is always looking for additional ways to make the most with the resources that it has.

There are some issues that make it more difficult for us to continue to promote public safety. The geographic locations of some of our facilities make it difficult for recruitment and retention of employees. For example in Louisville and Northern KY it is difficult to hire correctional officers and youth workers as these jobs are lower paying and more difficult than many others in those more metropolitan areas. In Eastern KY, the Cabinet has difficulty finding enough applicants who can pass the required drug tests for these positions.

The Cabinet has also struggled with increasing technology costs. There is a need for better systems, but many agencies simply cannot handle the rising COT costs.

Another situational issue that leads to frustration and inability to complete tasks are bureaucratic policies that prolong new projects and often add to the overall costs.

Overall, the Justice and Public Safety Cabinet makes it a priority to look at the big picture and develop bold strategies to continue to ensure public safety in Kentucky.

## **Goals, Objectives, & Key Performance Indicators**

### **Goal 1: Ensuring ongoing public safety in our communities**

Objective 1: Funding for personnel needs: Dept. of Corrections (DOC) career ladder, Kentucky State Police (KSP) cadet classes, Dept. of Juvenile Justice (DJJ) additional youth workers and community program personnel, staffing for the unfunded mandate of the Child Fatality and Near Fatality External Review Panel.

Objective 2: Completion of Phase 1 of the KSP Academy

Objective 3: Funding of pass through money for the Public Safety First Initiatives that provide needed information to victims, their families, the families of inmates, and other members of the general public.

Objective 4: Modernize Office of State Medical Examiner (especially Louisville location).

Objective 5: Move KCPC from CHFS to JPSC to allow for additional beds for medical care of inmates.

### **Goal 2: Addressing substance abuse issues**

Objective 1: Address need for juvenile substance abuse treatment

Objective 2: Additional state funding for treatment beds outside of DOC funded beds

Objective 3: Continue to find ways to address the growing heroin problem.

### **Goal 3: Continuing to be a leader in the development of criminal justice policy**

Objective 1: Reforms to the penal code: re-evaluate felony classifications, review parole structure, etc.

Objective 2: Reforms to the juvenile code

Objective 3: Continue reviewing options to remove barriers to reentry for individuals with felony records.

Objective 4: Continue to look for innovative strategies to address issues

Ex. Use existing resources to meet changing needs within the Cabinet and the public safety field.

### **Strategic Plan Progress Report on Goals & Objectives Operable in the Last Year**

Ongoing implementation of HB463 (2011 Regular Session): reforming drug laws and prison population numbers

Ongoing implementation of HB1 (2012 Special Session): addressing substance abuse issues

Working on innovative ideas and strategies to address needs and issues with existing resources.

Continuously looking at the big picture and trying to find bold strategies.

First steps towards penal code reform by creating a 50% parole eligibility rate for certain offenses.

Phase 1 of the KSP Academy construction.

**2016 Edward Byrne Memorial  
Justice Assistance Grant (JAG)  
Kentucky Justice and Public Safety Cabinet (KJPSC)  
State Application - Budget Narrative**

Kentucky's allocation of \$2,129,733 will be subawarded to state and local agencies and will conform to Bureau of Justice Assistance (BJA) requirements for Justice Assistance Grant (JAG) funds (e.g., required local pass through percentage) and Kentucky's funding priorities, as defined in the program narrative portion of application. \$212,973, ten percent of allocated funds, will be set aside out of the 2016 JAG grant for administrative costs. In addition, a funding detail by program based on anticipated 2016 awards has been provided below. Final distribution of funds will be based on final awards, total expenditures, deobligated funds, and other factors. Upon award to subrecipients, Kentucky's Justice and Public Safety Cabinet (JPSC) will forward information to the Bureau of Justice Assistance (BJA).

<b>Programs</b>	<b>Initial Funding</b>
Administration Costs (salaries, fringe benefits, software maintenance, travel costs related to BJA conferences, & apportioned costs for rent, utilities, supplies, & other related expenses (10% of entire award)	\$212,973
Multi-jurisdictional Drug Task Force Initiatives (e.g. salaries, fringe benefits, operating expenses—rent, utilities, supplies, technical equipment, confidential funds, fuel, etc.) (Approx. 87% of remaining state allotment)	\$1,667,581
Other Programs (e.g. prevention, intervention projects, law enforcement, including salaries, benefits, contractual costs, equipment, operating expenses, etc.) (Approx. 13% of remaining state allotment)	\$249,179
<b>Total</b>	<b>\$2,129,733</b>

Note—It is anticipated, the subgrant match contribution of 25% will be \$638,920 bringing total project costs to \$2,768,653.

**A. Personnel** **\$ 96,390**

The Kentucky Justice and Public Safety Cabinet serves as the State Administering Agency (SAA) and will incur personnel salary costs totaling \$96,390 to provide oversight and management of grant. Personnel included are: one Internal Policy Analyst, Program (approx .9 FTE X \$48,000/year); one Internal Policy Analyst, Financial (approx .2 FTE X \$42,000/year); one Branch Manager (approx .1 FTE X \$61,000); one Internal Policy Analyst, Financial Supervisor (approx .5248 FTE X \$52,000); one Resource Management Analyst, Supervisor (approx .1 FTE X \$40,000); and one Resource Management Analyst, (approx .2 FTE X \$37,000). . Amount is determined by FTE X salary.

**B. Fringe Benefits** **\$ 41,294**

The SAA will incur \$41,294 in estimated fringe benefit costs (e.g., retirement, FICA, insurance). Personnel included are: one Internal Policy Analyst, Program (approx .9 FTE X \$48,000/year); one Internal Policy Analyst, Financial (approx .2 FTE X \$42,000/year); one Branch Manager (approx .1 FTE X \$61,000); one Internal Policy Analyst, Financial Supervisor (approx .5248 FTE X \$52,000); one Resource Management Analyst, Supervisor (approx .1 FTE X \$40,000); and one Resource Management Analyst, (approx .2 FTE X \$37,000). Amount is calculated as FTE X salary X 48.59% estimated benefit rate.

**C. Travel** **\$ 13,449**

The SAA will have travel expenses totaling \$13,449. Travel costs include mileage for in-state program monitoring/meetings and staff attendance at National Criminal Justice Association (NCJA) Annual Forum. Rates are calculated as:

Mileage for In-State Program/Financial Monitoring/Mtgs (\$0.43/mile X 12,000 miles)	\$ 5,160
Annual Nat'l Criminal Justice Assoc. Forum	\$ 8,289
Air Fare X 4 attendees X\$600	
Hotel X 4 attendees X 5 nights X \$185/night	
Per Diem X 4 attendees X65 days X \$36/day	
Incidentals X 4 attendees X \$100	

**D. Equipment** **\$ -0-**

**E. Supplies** **\$ 3,300**

Based on prior performance, the SAA estimates supply costs totaling \$3,300. The costs include office supplies totaling \$3,000 (\$1,500/FTE X 2.0 Total FTEs) and estimated postage and package delivery costs of \$300.

**F. Construction** **\$ -0-**

**G. Consultants/Contracts** **\$ 2,555,680**

Throughout the term of award, it is estimated JAG funds will be subawarded to multi-jurisdictional drug task force subgrants (e.g. salaries, fringe benefits, operating expenses—rent, utilities, supplies, technical equipment, confidential funds, fuel, etc.) in the amount of \$1,667,581; other subgrants (e.g. prevention, intervention projects law enforcement including salaries, benefits, contractual costs, equipment, operating expenses, etc.) in the amount of \$249,179; and it is anticipated the subgrant match contribution will be \$638,920 bringing total contractual costs to \$2,555,680. 2016 JAG subgrants will be awarded in June, 2016 and a list of the awards will be forwarded to Bureau of Justice Assistance (BJA). Additional subgrants will be made in future application cycles and information forwarded to BJA, at time of award.

**H. Other**

**\$ 58,540**

The SAA estimates other costs to be: building security, \$4,192 (.25 JAG apportion rate X 25% of building space X \$67,063); electric, \$5,862 (.25 JAG apportion rate X 25% of building space X \$93,792); rent, \$12,514 (.25 JAG apportion rate X 25% of building space X \$200,216); IT fees \$15,436 (Internal Computer Services - JAG apportion rate \$1,311 x 4 quarters, Other COT charges – JAG apportion rate \$2,472 x 4 quarters and COT Telephone VOIP Charges – JAG apportion rate \$76 x 4 quarters) , \$12,500 (.25 JAG grants mgt system (only) apportion rate X \$50,000/est. annual maintenance); dues/subscriptions, \$7,315 (National Criminal Justice Association); Personnel: Workman’s Compensation \$349 (.25 apportion rate x \$9,773 total charge x 14.29% annually) and Employee GSC Training \$372 (JAG apportion rate \$92.40 x 4 quarters).

**I. Indirect Costs**

**\$ -0-**

*N/A*

**TOTAL**

**\$ 2,768,653**

*Note--Kentucky state travel policy will be applied to all travel; state rates were used to calculate mileage and per diem costs; and Federal GSA rates will be followed for lodging costs. No OJP funding will be used to purchase food and/or beverages for any seminars or conferences included in budget request other than per diem amounts to individuals in travel status following Kentucky's travel policies.*

**Kentucky FFY2016 Justice Assistance Grant State Application  
Budget Detail Worksheet**

**10% (\$212,973) of total FFY16 JAG award (\$2,129,733), will be used by State Agency Administrator for administrative costs. All administrative costs are treated as direct expenditures. Shared costs (e.g., rent) are charged a pro rata share with other grant programs administered by SAA. Unless otherwise noted, estimated expenses are based on FFY15 JAG administrative expenses (the most recent funding year with admin costs fully expended). (Percentages may not equal 100% due to rounding.)**

**A. Personnel-** List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization.

Description	Computation	Cost
Salaries		
Internal Policy Analyst - Program (approx .9 FTE X \$48,000/year)		\$ 43,200
Internal Policy Analyst - Financial (approx .2 FTE X \$42,000/year)		\$ 8,400
Branch Manager - Grants Management Branch (GMB) (approx .1 FTE X \$61,000/year)		\$ 6,100
Internal Policy Analyst - Financial Supervisor (approx .5248 FTE X \$52,000/year)		\$ 27,290
Resource Management Analyst - Supervisor (approx .1 FTE X \$40,000/year)		\$ 4,000
Resource Management Analyst (approx .2 FTE X \$37,000/year)		\$ 7,400
<b>CATEGORY SUBTOTAL</b>		<b>\$ 96,390</b>

**B. Fringe Benefits -** Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in budget category (A) and only for the percentage of time devoted to the project. Fringe benefits on overtime hours are limited to FICA, Workman's Compensation, and Unemployment Compensation.

Description	Computation	Cost
Benefits (e.g., retirement, FICA, insurance)		
IPA - Program (approx .9 FTE X \$48,000/year X est. benefit rate 48.59%)		\$ 20,989
IPA - Financial (approx .2 FTE X \$42,000/year X est. benefit rate 48.59%)		\$ 4,082
Branch Manager, GMB (approx .1 FTE X \$61,000/year X est. benefit rate 48.59%)		\$ 2,964
IPA - Financial Supervisor (approx .5248 FTE X \$52,000/year X est. benefit rate 48.59%)		\$ 13,260
RMA - Supervisor (approx .1 FTE X \$40,000/year X est. benefit rate 48.59%)		\$ 1,944
RMA (approx .2 FTE X \$37,000/year X est. benefit rate 48.59%)		\$ 3,596
<b>CATEGORY SUBTOTAL</b>		<b>\$ 41,294</b>

**C. Travel-** Itemize travel expenses of project personnel by purpose (e.g., staff to training, field interviews, advisory group meeting, etc.). Show the basis of computation (e.g., six people to 3-day training at \$X airfare, \$X lodging, \$X subsistence). In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and the unit costs involved. Identify the location of travel, if known. Indicate source of Travel Policies applied, Applicant or Federal Travel Regulations.

Description	Computation	Cost
Mileage for In-State Program Monitoring/Mtgs	(\$0.43/mile X 12,000 miles)	\$ 5,160
Annual National Criminal Justice Assoc. Forum		\$ 8,289
air fare X 4 attendees X \$600	2,400	
hotel X 4 attendees X 5 nights X \$185/night	4,625	
per diem X 4 attendees X 6 days X \$36/day	864	
incidentals X 4 attendees X \$100	400	
<b>CATEGORY SUBTOTAL</b>		<b>\$ 13,449</b>

**D. Equipment** - List non-expendable items that are to be purchased. Non-expendable equipment is tangible property having a useful life of more than two years and an acquisition cost of \$5,000 or more per unit. (Note: Organization's own capitalization policy may be used for items costing less than \$5,000.) Expendable items should be included either in the "supplies" category or in the "Other" category. Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

Description	Computation	Cost	
<b>CATEGORY SUBTOTAL</b>			<b>N/A</b>

**E. Supplies** - List items by type (office supplies, postage, training materials, copying paper, and expendable equipment items costing less than \$5,000, such as books, hand held tape recorders) and show the basis for computation. (Note: Organization's own capitalization policy may be used for items costing less than \$5,000.) Generally, supplies include any materials that are expendable or consumed during the course of the project.

Description	Computation	Cost	
Office Supplies	(Est. \$1,500/FTE X 2.0 FTEs)	\$ 3,000	
Delivery Service/Postage	(Est. \$20 X 5 overnight deliveries) (Ext. \$200 postage)	\$ 100 \$ 200	
<b>CATEGORY SUBTOTAL</b>			<b>\$ 3,300</b>

**F. Construction** - As a rule, construction costs are not allowable. In some cases, minor repairs or renovations may be allowable. Check with the program office before budgeting funds in this category.

Description	Computation	Cost	
<b>CATEGORY SUBTOTAL</b>			<b>N/A</b>

**G. Consultants/Contracts** - Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisition Regulations are followed.

**Consultant Fees:** For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant fees in excess of \$450 per day require additional justification and prior approval from OJP.

Description	Computation	Cost
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**Consultant Expenses:** List all expenses to be paid from the grant to the individual consultants in addition to their fees (i.e., travel, meals, lodging, etc.)

Description	Computation	Cost
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**Contracts:** Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source contracts in excess of \$100,000.

Description	Computation	Cost	
Multi-Jurisdictional Drug Task Force Subgrants	(90% *\$2,129,733 award) * 91%	\$ 1,667,581	
Unrestricted Subgrants (> \$10,000 total budget)	(90% *\$2,129,733 award) * 9%	\$ 249,179	
<b>Subgrant award list will be forwarded upon award; remaining FFY 2014 funds will be awarded in future cycles</b>			
Subsubgrant match contribution	25% of subgrant total budget	\$ 638,920	
<b>CATEGORY SUBTOTAL</b>			<b>\$ 2,555,680</b>

**H. Other Costs** - List items (e.g., rent, reproduction, telephone, janitorial or security services, and investigative or confidential funds) by major type and the basis of the computation. For example, provide the square footage and the cost per square foot for rent, or provide a monthly rental cost and how many months to rent.

Description	Computation	Cost
Building Costs	Rent (.25 JAG apportion rate X 25% of building space X \$200,216 total charge)	\$ 12,514
	Electric (.3 JAG apportion rate X 25% of building space X \$93,792 total charge)	\$ 5,862
	Security (.3 JAG apportion rate X 25% of building space X \$67,063 total charge)	\$ 4,192
IT Support Services	Internal Computer Services (JAG apportion rate \$1,311 x 4 quarters)	\$ 5,244
	Other Commonwealth of Technology (COT) charges (JAG apportion rate \$2,472 x 4 quarters)	\$ 9,888
	COT Telephone VOIP Charges (JAG apportion rate \$76 x 4 quarters)	\$ 304
	Dues/Subscriptions (National Criminal Justice Association)	\$ 7,315
Database/Software Maintenance	(.25 JAG gms apportion rate X \$50,000/est. annual maint.)	\$ 12,500
Personnel Other Costs	Workman's Compensation (.25 JAG apportion rate x 9,773 x 14.29% charged annually)	\$ 349
	Employee Training - GSC (JAG apportion rate \$92.40 x 4 quarters)	\$ 372
	<b>CATEGORY SUBTOTAL</b>	

**I. Indirect Costs** - Indirect costs are allowed only if the applicant has a federally approved indirect cost rate. A copy of the rate approval (a fully executed, negotiated agreement), must be attached. If the applicant does not have an approved rate, one can be requested by contacting the applicant's cognizant federal agency, which will review all documentation and approve a rate for the applicant organization, or if the applicant's accounting system permits, costs may be allocated in the direct cost categories.

Description	Computation	Cost
<b>CATEGORY SUBTOTAL</b>		<b>N/A</b>

**Budget Summary** - When you have completed the budget worksheet, transfer the total for each category to the spaces below. Compute the total direct costs and the total project costs. Indicate the amount of federal funds requested and the amount of non-federal funds that will support the project.

Budget Category	Amount
A. Personnel	\$ 96,390
B. Fringe Benefits	\$ 41,294
C. Travel	\$ 13,449
D. Equipment	\$ -
E. Supplies	\$ 3,300
F. Construction	\$ -
G. Consultants/Contracts	\$ 2,555,680 (Includes 25% subgrantee match)
H. Other	\$ 58,540
Total Direct Costs	\$ 2,768,653
I. Indirect Costs	\$ -
<b>TOTAL PROJECT COSTS</b>	<b>\$ 2,768,653</b>

<b>Federal Request</b>	<b>\$ 2,129,733</b>
<b>Match Provided</b>	<b>\$ <u>638,920</u></b>
<b>Total Project Cost</b>	<b>\$ 2,768,653</b>