

KENTUCKY
JUSTICE AND PUBLIC SAFETY
CABINET
State Annual Report

Edward Byrne Memorial
Justice Assistance Grants
Program

Fiscal Year July 1, 2008 – June 30, 2009

Prepared for and Submitted to
Bureau of Justice Assistance
Office of Justice Programs
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EXECUTIVE SUMMARY

This is the 2008-2009 State Annual Report for the Edward Byrne Memorial Justice Assistance Grant to the United States Department of Justice, Bureau of Justice Assistance. This report is a reflection of the progress of programs across the Commonwealth of Kentucky which have been implemented, either wholly or in part, with JAG grant funding.

Within this report, information is provided about the evaluative techniques used by the Grants Management Branch in the monitoring and oversight of federally funded programs. In Section II, Overview and Evaluation Activities, detailed information gathered by Grants Management Branch staff regarding program operations and achievements reflects the Cabinet's level of dedication in providing the best criminal justice services to the Commonwealth. In Section III, Summary of Programs and Achievements, an overview of programs supported by JAG grant funding in Kentucky is given. And finally in Section IV, Funding Allocation Summary, data is provided on the allocation of federal funds to programs, including amounts dedicated to each program area and total percentage of funding allocated.

The Justice and Public Safety Cabinet, Grants Management Branch, serves as the State Administering Agency for JAG grant funding in Kentucky. Grants Management Branch staff is responsible for all aspects of the execution of the grant, from distribution of subgrant applications, through submission of funding recommendations to the Justice and Public Safety Cabinet's Secretary and Executive Staff, and subsequent monitoring of subgrant awardees. It is the responsibility of the Grants Management Branch staff to ensure that all funding is aligned with the initiatives and priorities of the administration.

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

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

For grant year 2008-2009, the awards made reflect these priorities, with emphasis being placed on enforcement, treatment, and prevention. Due to the dramatic decrease in JAG funds for grant year 2008-2009 Kentucky was unable to fund any new applications; restricted applications (small projects less than \$10,000); or any new initiatives proposed by returning subgrantees. In addition, Kentucky did not take any admin funds out of the FFY 2008 JAG grant. Kentucky made use of and nearly depleted past years' deobligated funds which were critical in the Kentucky's efforts to offset the FFY 2008 JAG budget cut and were vital in insuring the continuation of numerous programs.

SECTION II OVERVIEW OF EVALUATION ACTIVITIES

One of the more vital roles of the Grants Management Branch (GMB) is the monitoring and evaluation of all programs and initiatives that receive funding through federal programs. All programs receiving Byrne funding through the Grants Management Branch are subject to this monitoring, regardless of agency size or nature. Program monitoring is essential not only for determining compliance with federal guidelines and contractual obligations, but for the purpose of building better programs and more effective practices in combating crime within Kentucky.

The responsibility for program monitoring and evaluation falls mainly on the Justice Assistance Grant (JAG) Program Managers and the Financial Manager. Program monitoring is generally carried out in one of two methods: desk auditing and on-site program review.

- **Desk Auditing:** From a programmatic standpoint, all programs receiving JAG grant funding undergo a continuous desk audit throughout the grant year. As dictated in the special conditions set forth in the subgrantee requirements, all programs are required to submit monthly or quarterly program reports that reflect the progress and activities of the grant period. These reports are individually tailored and designed to allow GMB to capture evaluative data and information. Upon receipt of these reports, the Program Managers review and process information submitted from each program and compare the results and activities to the individual goals and performance indicators set forth by the recipient. This allows for constant oversight of the implementation of federally funded programs, as well as allowing a proactive stance to finding and correcting deficiencies. In addition, this allows for a process evaluation to be conducted for all grant recipients. Desk auditing also allows similar year-round evaluation of programs as the Financial Manager also receives quarterly reports as well as detailed documentation of

all expenditures and financial transactions. This allows for better supervision for the dispersal of federal funds and enforcing compliance to all federal and state financial standards.

- **On-Site Monitoring:** On-site monitoring allows the Program Managers the opportunity to go out and meet one-on-one with the subgrantee to discuss and evaluate the funded program. This type of monitoring allows staff the opportunity to see first-hand the implementation of the program, day-to-day functioning and gain better insight into the program. Through this type of visit, Grants Management Branch staff can better make recommendations for future funding and help with better future strategic planning. In 2008-2009, GMB was able to provide on-site monitoring to a majority of Drug Task Force and Unrestricted grant recipients. After the completion of the on-site visit, a copy of the Program Monitoring Tool is submitted to the Grants Branch Manager for review, and also to the agency so that they may use findings and suggestions to further enhance program functioning and capabilities. A copy of this monitoring tool is located in Section IV of this report. At any given time throughout the grant year, GMB staff may conduct ad hoc site visits if there is reason to believe that programs are out of compliance with program or financial guidelines as set forth in the grant conditions.

SECTION III

Summary of Programs and Achievements

Drug Task Force grant recipients are those programs that are made up of multi-jurisdictional police agencies to combat drugs in a given area. These programs were asked to provide more information than other agencies in their applications, and are subject to more strict reporting requirements after receipt of the award.

Federal Funding Awarded to Drug Task Forces: \$2,276,500.00

Goals

Through the cooperative efforts of multi-jurisdictional and local law enforcement agencies, eliminate illegal drug sources and suppliers through enhanced enforcement.

Project Objectives

While the objectives may vary in the individual projects listed within this program area, there will remain some constants. These include:

- Purchase equipment for undercover/surveillance work
- Deploy officers in high risk areas targeting drug trafficking
- Work with other law enforcement entities and federal agencies in collaborative efforts
- Increase public awareness of program activities
- Attend trainings to assist officers in education on latest drug production trends
- Purchase safety equipment for officers assigned to DTF
- Locate and eradicate local to mid-level dealers

Project Activities

Project activities may include drug busts, surveillance operations, purchasing and implementing equipment, attending trainings to enhance skills and knowledge, eradication, and media related activities to increase awareness of program effectiveness.

Performance Measures and Evaluation Methods

All projects complete individualized reports that quantifiably assess performance and process measures. These reports allow GMB staff the opportunity to measure performance against determined goals and objectives. Please see attachments for copy of monthly reporting form.

During the 2008-2009 grant cycle, GMB provided funding to fourteen multi-jurisdictional drug task force agencies. The fourteen drug task force agencies funded during the 2008-2009 grant cycle are listed below:

1. South Central Drug Task Force
2. Pennyrile Narcotics Task Force
3. Greater Hardin County Narcotics Task Force
4. Bullitt County Drug Task Force
5. Louisville Metro Drug Task Force
6. Barren-Edmonson Counties Drug Task Force
7. Bowling Green-Warren County Drug Task Force
8. Northern Kentucky Drug Strike Force
9. FIVCO Area Drug Enforcement (FADE) Task Force
10. Lexington Metro Street Sales Drug Enforcement Program
11. Kentucky State Police Drug Task Force Projects
12. Lake Cumberland Drug Task Force
13. Buffalo Trace/Gateway Narcotics Task Force
14. Central Kentucky Drug Task Force

During the grant year, the fourteen federally funded drug task force programs posted exemplary program numbers. The Kentucky State Police Eradication Program continues to receive recognition as one of the most outstanding eradication programs in the nation; however, due to a decrease in funds for search and destroy missions, the number of marijuana plants eradicated saw a decrease from previous years. Last year, we saw a significant increase in the number of methamphetamine related crimes. This year, the statistics show the number of methamphetamine related cases opened and arrests made comparable to last year. This year prescription drugs appear to be the drug of choice, showing the most dramatic increase, particularly in the use of painkillers.

The following is a listing of some of the accomplishments and statistics posted by grant funded projects:

- Ø 11,880 total cases opened with 1,810 of those being methamphetamine related crimes.
- Ø 6,798 total arrests made, with 974 of those being methamphetamine related crimes.
- Ø As a whole, agencies investigated 608 situations that were reported as meth labs, discovering 564 labs, dismantling 564, and, most importantly, removing 68 children from these deadly situations.

During the 2008-2009 grant cycle, Kentucky saw a striking increase in the number of prescription drugs confiscated. The following is a representation of drugs removed from Kentucky communities:

- Ø 230,962 grams of powder cocaine
- Ø 67,286 grams of crack cocaine
- Ø 45,802 pounds of marijuana, including 175,955 plants eradicated
- Ø 792 grams of heroin removed
- Ø 1,237 dosage units and 1,593,203 milligrams of illegal prescription stimulants an increase of 300%
- Ø 8,466 dosage units of illegal depressants
- Ø 884,205 dosage units and 5,273,307 milligrams of illegal painkillers, an increase of over 2,000%
- Ø 52,449 dosage units of opiates
- Ø 8,408 grams and 117 dosage units of hallucinogens
- Ø 14,701 dosage units of club/rave drugs
- Ø 2,421 grams of methamphetamine
- Ø 1,070 grams of crystal methamphetamine
- Ø 3,391 dosage units and 7,734 grams of pseudo-ephedrine

Drug Task Forces were also able to obtain a high number of convictions and asset forfeitures. These are listed below:

- Ø 3,600 drug offense convictions, a 40% increase above last year
- Ø Served 676 search warrants
- Ø Asset seizures worth over \$5.4 million dollars
- Ø Forfeitures resulting in awards of almost \$1.2 million dollars

Unrestricted grant project funds are awarded to organizations applying for over \$10,000 in total project costs that did not fall into the category of a multi-jurisdictional drug task force program. Projects in this area fall into several categories including; treatment, prevention, prosecution and other criminal justice activities. Due to the limited available funds in FY 2008-2009 no new applications were funded. The following is a break down of the unrestricted grants funded during the 2008-2009 grant period, as well as the grant number, project title, amount, funding source, and a brief synopsis of each program.

Federal Funding Awarded to Unrestricted grants: \$503,607.00

Agency: West Care Kentucky, Inc.

Grant Number: 2008-JAG-00124

Project: West Care Kentucky Treatment Facility

Federal Funding Amount: \$27,754.00

Funding Source: BYRNE FY 2004

Overview: West Care Kentucky's decision to locate a residential drug and alcohol treatment facility in Eastern Kentucky was in response to the insufficient treatment resources available as a result of growing drug dependency and drug abuse in Kentucky. It is estimated that this district has less than 10% of the residential capacity considered necessary to meet treatment needs for persons with substance use disorders. Grant funds were used to continue to fund a case specialist to manage the clients which come from Kentucky's criminal justice system to West Care. The services provided are seen as vital to sustain successful, long-term recovery outcomes for these clients.

Agency: Operation Unite

Grant Number: 2008-JAG-00132

Project: Residential Substance Abuse Treatment Counselor

Federal Funding Amount: \$24,789.00

Funding Source: BYRNE FY 2004

Overview: Funds were used to continue to fund an additional direct primary care counselor for the WestCare residential substance abuse treatment facility located in Eastern Kentucky. This facility has been able to increase its service capacity by 15 beds to a total of 60 with the continued funding of this counselor. Funding of this project brought increased treatment services to an area of Kentucky which is severely underserved.

Agency: Transitions, Incorporated

Grant Number: 2008-JAG-00084

Project: Offender Re-Entry Initiative

Federal Funding Amount: \$21,877.00

Funding Source: BYRNE FY 2004

Overview: Through this project, chemically dependent adult males on pre-release status residing at Transitions' Two Rivers Treatment Center participate in chemical dependency treatment followed by employment readiness classes, community service, and ongoing participation in family counseling services. Through continued JAG grant funding, Transitions was able to provide these services to over 100 male offenders.

Agency: Laurel County Commonwealth's Attorney Office, 27th Judicial Circuit

Grant Number: 2008-JAG-00104

Project: Cease Fire Program

Federal Funding Amount: \$30,561.00

Funding Source: JAG FY 2008

Overview: The 27th Judicial Circuit is located in South Central Kentucky and is comprised of Laurel and Knox Counties. This area has been plagued in recent years with prescription drug problems, including Oxycontin, and has seen a tremendous increase in criminal activity, particularly gun related crimes. With grant funding, the Commonwealth Attorney has been able to hire an assistant prosecutor to focus completely on the prosecution of felonies involving fire arms. The program has been very successful with over 90% of the cases resulting in prison time as well as a significant number of homicides being resolved. Because of the enhanced prosecution, there has been a downtrend in the amount of firearm related felonies.

Agency: A New Beginning for Women Cultivating a Rose

Grant Number: 2008-JAG-00127

Project: Female ReEntry Program

Federal Funding Amount: \$40,950.00

Funding Source: JAG FY 2008

Overview: New Beginnings is located in downtown Louisville, Kentucky, and provides services to women recently released from correctional facilities across the region. Continued funding was provided for program staff. The facility is staffed 24 hours, can house up to seven women at a time, provides services from 6-12 months, and is very much a grass roots operation. The program survives on donations from local agencies, religious organizations and foundation grants. The program focuses on assisting women in transition from incarceration to independent living status and also provides aftercare services for clients which complete the program. The vast majority of treatment services provided at the agency are done on a pro bono basis by area professionals.

Agency: Prodigal Ministries

Grant Number: 2008-JAG-00139

Project: Part-time Program Director and Part-time Case Manager

Federal Funding Amount: \$24,220.00

Funding Source: BYRNE FY 2004

Overview: Prodigal Ministries is a faith-based agency located in the Louisville, Kentucky, area offering transitional services to both male and female clients upon release from incarceration from Kentucky correctional facilities. This agency has three transitional centers—two male; and one female and can serve up to 30 clients at any given time. Funding was continued for two part-time positions--a program director and case manager--who serve clients located at these three facilities. The additional staff funded through this grant has made a significant difference in the number of clients serviced as well as the quality of services provided to clients.

Agency: Harlan County Boys and Girls Club

Grant Number: 2008-JAG-00115

Project: SMART Moves Prevention Program

Federal Funding Amount: \$25,000.00

Funding Source: BYRNE FY 2004

Overview: Developed by the Boys and Girls Club of America, SMART Moves (Skills Mastery and Resistance Training) is a drug prevention program that confronts young people in a positive way, equipping them with basic life skills, problem solving, decision-making abilities and communication skills, all designed to boost self-confidence and self-esteem. JAG funding was used to continue the support of the salary of the program

coordinator and also to add an additional part-time instructor in order to reach more students in this depressed area of Eastern Kentucky. This program served 519 participants during the grant period. In relation to pre/post-tests comparison, participant scores increased an average of 30% in skills and knowledge necessary to avoid alcohol, tobacco, and other drugs.

Agency: Maryhurst, Incorporated

Grant Number: 2008-JAG-00066

Project: Collaborative After School Program

Federal Funding Amount: \$75,420.00

Funding Source: BYRNE FY 2004

Overview: The CLASP Program @ Meyzeek and Newburg Schools provided the fourth year of programming to Louisville area middle school youth during the 2008-09 school year. JAG funding was used to fund the salaries of program and instructional staff. The programs served youth, ages 10-15, during the grant period. The primary goals of the CLASP program are to provide at-risk youth a safe and structured environment, provide them with resources to improve their anger management skills, reduce delinquency, and decrease their risk-taking behaviors, such as substance use. Program outcomes demonstrated that 75% developed positive attitudes towards drug-free lifestyles and 93% of youth were able to utilize coping skills to positively deal with their anger while in CLASP.

Agency: City of Elsmere/Kentucky Crime Prevention Coalition

Grant Number: 2008-JAG-00111

Project: Statewide Neighborhood Watch/Meth Watch Program

Federal Funding Amount: \$25,000.00

Funding Source: JAG FY 2005

Overview: This program is run by Kentucky Crime Prevention Coalition (KCPC), one of the leading providers of prevention and safety materials in the Commonwealth. Because of continued grant funding, KCPC has been able to provide Neighborhood Watch and Meth Watch trainings across the state, free of charge. Also, with grant funding, KCPC is able to ship safety and prevention brochures across the state to local groups and agencies free of charge, as well as hold monthly roundtable meetings with prevention specialists and experts from across the state.

Agency: Kentucky Department of Corrections

Grant Number: 2008-JAG-00137

Project: Female Reentry Program

Federal Funding Amount: \$98,550.00

Funding Source: JAG FY 2008

Overview: Funding provided continued support to the Female Reentry Program which is designed to maintain 15 halfway house beds to provide aftercare treatment to substance-dependent females upon release from prison. The Kentucky Department of Corrections anticipates program participants will: 1) abstain or decrease use of drugs/alcohol; 2) comply with laws and the stipulations of their parole to avoid revocation; 3) seek/earn gainful employment placements; and 4) transition into an independent living situation. As a result of the program, individuals will be able to cope with the daily stresses of life and avoid substance use and criminal activity. The overall goal of this program is to increase public safety and reduce the long-term costs associated with recidivism.

Agency: Kentucky DARE Officers Association

Grant Number: 2008-JAG-00141

Project: DARE Training Grant

Federal Funding Amount: \$9,486.00

Funding Source: JAG FY 2008

Overview: Funds from this grant were used to offset expenses associated with Kentucky DARE Officers attending the National DARE Conference in 2008. Officers attended workshops designed to motivate and help them deliver the DARE curriculum to their students. Several officers obtained certifications in new lessons and programs. This will help facilitate current programs and, with the proliferation of prescription/over the counter drug abuse, will help establish new programs throughout Kentucky, and moreover, help solidify all current programs.

Agency: Administrative Office of the Courts

Grant Number: 2008-JAG-00135

Project: Kentucky Drug Court Enhanced Drug Testing Services

Federal Funding Amount: \$100,000.00

Funding Source: JAG FY 2008

Overview: Drug tests are a key component of Kentucky drug courts. An accurate testing system is the most objective and efficient way to establish accountability and gauge client progress. Kentucky Drug Courts use instant and laboratory tests for the most common drugs of abuse. However, there has been an increase in the use of drugs not regularly tested. JAG funds were used to provide testing using the Drug Abuse Recognition System (DAR) to decrease the incidences of drug court participants abusing non-scheduled, over-the counter, and other drugs of abuse. These tests were randomly administered on every drug court participant beginning with the initial test upon admission to the program and continuing throughout participation in the program.

Off-Cycle awards are projects of merit which the Commonwealth of Kentucky funds during the off-cycle of the grant year with monies de-obligated from previous years' Byrne/JAG awards. The following lists three programs which were funded during FY 2008-2009, as well as the grant number, project title, amount, funding source, and a brief description:

Federal Funding Awarded Off-Cycle: \$105,775.00

Agency: Kentucky Office of Legislative & Intergovernmental Services

Grant Number: 2008-JAG-00095

Project: Prison Reform Project

Federal Funding Amount: \$37,500.00

Funding Source: BYRNE FY 2004

Overview: The purpose of this grant was to find efficient and innovative solutions to decrease Kentucky's rate of incarceration and to develop a strategic plan for administrative, executive and legislative action to be considered by the Governor's Office and the General Assembly. JAG funds were used to hire a consultant demonstrating expertise in the field of criminal justice to advise and assist the Justice and Public Safety Cabinet in developing this strategic plan. Upon implementation, the success of these policy recommendations will be evaluated as policymakers continue to monitor Kentucky's rate of incarceration and the fiscal impact.

Agency: Kentucky Department of Corrections

Grant Number: 2008-JAG-00147

Project: Clinician Resource Improvement

Federal Funding Amount: \$43,775.00

Funding Source: BYRNE FY 2002

Overview: The Kentucky Department of Corrections' Social Service Clinician Resource Improvement Project provided 52 computers and 4 laptop computers for Social Service Clinicians and other mental health staff working throughout Kentucky's correctional system to enable further information sharing among law enforcement and criminal justice agencies. Additionally, the Social Service Clinicians have been able to provide more comprehensive resource information to offenders in need of services.

Agency: Kentucky Office of Drug Control Policy

Grant Number: 2008-JAG-00153

Project: 2008 Kentucky Narcotics Officer's Conference

Federal Funding Amount: \$24,500.00

Funding Source: BYRNE FY 2003

Overview: Money was awarded to the Kentucky Office of Drug Control Policy (ODCP) to host the 2008 Kentucky Narcotics Officer's Conference. This was the fourth year for this conference and approximately 300 officers from across the state attended presentations from respected experts and observed demonstrations of new narcotics investigative equipment. Funds were used for conference expenses including speakers, lodging, travel, and audio visual equipment.

Section IV Funding Allocation Summary

2008-2009 Awards Programs Categorized by Program Area

Program Area	Number of Programs	Award Totals	Percentage Estimate
Multi-jurisdictional Drug Task Forces	14	\$2,276,500	78%
Unrestricted Programs (Awards, \$10,000 and above, which included funding for treatment, prevention, and general criminal justice improvement projects)	12	\$503,607	18%
Off-Cycle Programs (Awards, made off-cycle, included funding for various criminal justice improvement projects)	3	\$105,775	4%
Totals	29	\$2,885,882	100%

2008-2009 Awards Programs Categorized by Funding Source

Program Area	Number of Programs	Award Totals	Funding Source
Multi-jurisdictional Drug Task Force and Unrestricted Programs	9	\$719,547	JAG FFY 2008
Multi-jurisdictional Drug Task Force Programs	2	\$670,000	JAG FFY 2007
Multi-jurisdictional Drug Task Force Programs	1	\$100,000	JAG FFY 2006
Multi-jurisdictional Drug Task Force and Unrestricted Programs	2	\$155,000	JAG FFY 2005
Multi-jurisdictional Drug Task Force, Unrestricted and Off-Cycle Programs	12	\$1,073,060	Byrne FFY 2004
Multi-jurisdictional Drug Task Force and Off-Cycle Programs	2	\$124,500	Byrne FFY 2003
Off-Cycle Program	1	\$43,775	Byrne FFY 2002
Totals	29	\$2,885,882	

SECTION V ATTACHMENTS

GRANTS MANAGEMENT BRANCH
 KENTUCKY JUSTICE AND PUBLIC SAFETY CABINET
 PROGRAMMATIC REVIEW OF SUBGRANTEE

Subgrantee:		Grant Number:	
Grant Period:		Budget:	
Project Title:		Federal	\$
Reviewed By:		Match	\$
Review Date:		Total	\$

A. GENERAL INFORMATION

Did monitor examine facility?	Yes	No	N/A
Staff/Board Members/Others interviewed (Note names, titles):			
Have there been any changes in grant staff or officials since award? List:			
NOTES:			

B. CLIENT SERVICES*

# Clients interviewed:			N/A
# Client files reviewed:			N/A
Does the project have procedures for referral for individuals that cannot be served and/or in emergency situations?	Yes	No	N/A
Does the project maintain documentation demonstrating that client/victim services are being coordinated with other community agencies in the area?	Yes	No	N/A
List contacts with civic groups, law enforcement, social service agencies, court systems:			
Are services offered easily accessible to clients/crime victims?	Yes	No	N/A
Is there evidence of non-discriminatory practices in serving clients/victims of crime? How is this done?	Yes	No	N/A
Is there written documentation of appropriate follow-up services?	Yes	No	N/A
Is there adequate staff coverage, including emergency situations, during all hours of operations?	Yes	No	N/A
Were sufficient client release form(s) signed to allow monitor to review client files?	Yes	No	N/A
Are client records maintained in a systematic manner?	Yes	No	N/A
Are client records maintained in a secure manner to assure confidentiality?	Yes	No	N/A
Does the project have written documentation of referrals given and received from other agencies, particularly law enforcement and criminal justice agencies?	Yes	No	N/A

List services offered to agency/project clients (internal/external):			
Do staff/community believe program is assisting clients/victims in the community? Describe:	Yes	No	N/A
NOTES:			
*Responses required for all VOCA/VAWA grantees			

C. PROJECT ACTIVITIES

List services provided by this project:			
List areas served by project, noting any changes:			
Have all project activities described in application been completed? If not, which ones are incomplete?	Yes	No	N/A
Are changes in project's scope or period anticipated? Has/will a GAN be initiated: If so, please describe:	Yes	No	N/A
Are grant project files maintained in an orderly and systematic manner, including supporting documentation?	Yes	No	N/A
Does agency collaborate with other organizations in delivery of grant services? Describe.	Yes	No	N/A
Please describe community involvement/perception of program:			
What type of work is done in the course of a typical day or week?			
How does agency/project conduct outreach into the community?			
What obstacles are encountered?			
Has agency developed a region-wide prevention plan?*	Yes	No	N/A
Does agency have current needs/resource document for each project?*	Yes	No	N/A
Has the RPC conducted annual evaluations of the community process and outcomes?*	Yes	No	N/A
Does RPC staff attend coalition meetings/monitor progress?*	Yes	No	N/A
NOTES:			
*Responses required for all Champions grantees			

D. GOAL/OBJECTIVE ACHIEVEMENT & PERFORMANCE MEASURES

Have all goals stated in the application been completed? If not, which ones remain incomplete?	Yes	No	N/A
Discuss progress towards achieving the goal(s)/objective(s) of this project. Are modifications anticipated?			

Have any objectives been abandoned? If so, why and how does/will that action affect achievement of goal?	Yes	No	N/A
Is this project internally monitored for success	Yes	No	N/A
Are records maintained on project data? Describe:	Yes	No	N/A
Is performance being achieved as expected?	Yes	No	N/A
What problem(s) preclude achievement, if any?			
Are revisions necessary?	Yes	No	N/A
NOTES:			

E. TRAINING AND TECHNICAL ASSISTANCE

List training and technical assistance needs identified by project personnel:			
Have project personnel received any special training or technical assistance as a result of this project? Describe:	Yes	No	N/A
Does the project/agency provide training to unpaid and paid staff?*	Yes	No	N/A
Do personnel receive training on assisting victims in applying for victim compensation?*	Yes	No	N/A
Are training and technical assistance needs budgeted in grant adequate?*	Yes	No	N/A
What training has been completed or planned to meet the 24 hour VOCA/VAWA requirement?*			
NOTES:			
*Responses required for all VOCA/VAWA grantees			

F. ADMINISTRATIVE
FUND CONTROL

Are expenditures commensurate with project progress and budget categories? (Ex. If visit occurs six months into project, is there more or less than half the granted amount left?)	Yes	No	N/A
Does agency anticipate that any grant award funds will be deobligated? Estimated amount:	Yes	No	N/A
Have steps been taken to insure that personnel costs and/or other expenses associated with fund raising are not financed with federal or match funds?	Yes	No	N/A
Have steps been taken to insure that federal or match funds for personnel costs (direct or indirect) will not be used for lobbying of any law, regulation, or policy, at any level of government?	Yes	No	N/A
If examined (i.e., LSF, CHMP grants), does agency have an established accounting system sufficient to track expenses and avoid commingling of funds?	Yes	No	N/A

If examined (i.e., LSF, CHMP grants), do all transactions appear to be properly approved by program and fiscal administration?	Yes	No	N/A
If examined (i.e., LSF, CHMP grants), does the agency generate internal reports to show assignment of expenditures and receipts?	Yes	No	N/A
Is all program income (including asset seizures and forfeitures) earned as a direct result of this grant currently reported to GMB?	Yes	No	N/A
Is GMB prior approval sought for all projects/expenditures funded with program income earned as a direct result of this grant?	Yes	No	N/A

NOTES:

See Financial On-Site Visit Questionnaire for further details.

PERSONNEL

Are personnel costs included in the project?	Yes	No	N/A
Have all project staff been employed? Where applicable, are positions backfilled to avoid supplanting?	Yes	No	N/A
Is there documentation of time and attendance, with signatures of staff/volunteer and supervisor?	Yes	No	N/A
Were completed grant personnel timesheets examined?	Yes	No	N/A
Were completed grant volunteer timesheets examined?	Yes	No	N/A
Do timesheets properly reflect time and activities designated to project?	Yes	No	N/A
If 100% of time not designated to project activities, is time designated correctly?	Yes	No	N/A
Is there evidence that staff credentials meet the criteria for professional positions?*	Yes	No	N/A
Does the project have an active volunteer program?*	Yes	No	N/A
Does the project provide appropriate supervision to direct service providers of the project?*	Yes	No	N/A
Does the agency routinely notify GMB of personnel changes during the grant year?	Yes	No	N/A

NOTES:

*Responses required for all VOCA/VAWA grantees

EQUIPMENT

Have all requested equipment items been purchased within required period?	Yes	No	N/A
Has all equipment been properly inventoried (inventory tags, documentation, recorded in database)	Yes	No	N/A
Is equipment being used as indicated by the grant?	Yes	No	N/A

NOTES:

TRAVEL

Are budgeted travel funds sufficient for program activities?	Yes	No	N/A
Have travel funds been expended to date, with GMB approval, if applicable?	Yes	No	N/A
Are expenditures for travel substantiated by adequate documentation?	Yes	No	N/A
NOTES:			

REPORTING

Are Program Reports submitted in a timely manner?	Yes	No	N/A
Are Program Reports completed to GMB's guidelines? List changes that may improve the information currently being submitted:	Yes	No	N/A
If examined (i.e., LSF, CHMP grants), are Financial Reports submitted in a timely manner?	Yes	No	N/A
If examined (i.e., LSF, CHMP grants), are Financial Reports completed to GMB's guidelines? List changes that may improve the information currently being submitted:	Yes	No	N/A
Does agency require/request any assistance with reporting?	Yes	No	N/A
Has agency submitted supporting documentation as requested?	Yes	No	N/A
NOTES:			

AWARD CONDITIONS

Was award made with Special Conditions? If yes are conditions/issues satisfied?	Yes	No	N/A
Is agency required to complete an EEO Plan?	Yes	No	N/A
Is a copy of the plan available?	Yes	No	N/A
Does agency provide meaningful access to individuals with limited English proficiency (LEP)?	Yes	No	N/A
Is a copy of the LEP plan available?	Yes	No	N/A
NOTES:			

OTHER

Have any findings of discrimination been entered against your agency? Describe findings or pending investigations:	Yes	No	N/A
Are any incidences of fraud known or suspected to have occurred within the agency or subcontractors? Describe pending investigations or known incidences:	Yes	No	N/A

Does the agency have sufficient policies and procedures in place to administer grant funded and other agency programs? Was agency Policy & Procedures Manual, or comparable, available for review?	Yes	No	N/A
Does the agency routinely notify GMB of changes during the grant year?	Yes	No	N/A
Does the agency have any other issues of concern related to its grant program staff, operations, etc?	Yes	No	N/A
Agency supervised by: Governmental Agency (Specify): Administrative Board (Specify): Other (Specify):			
Does agency have an Advisory Board?	Yes	No	N/A
NOTES:			

G. ACTION ISSUES/PLAN

List deficiencies/problems identified and date to complete revision(s).

Action Issues	Completion Date
May add more rows as necessary.	
NOTES:	

H. MONITOR'S COMMENTS AND RECOMMENDATIONS

Monitor's Signature:	Date:
----------------------	-------

Drug Task Force Monthly Program Report

Instructions

- Required fields are marked with an *.
- When you are finished filling out this page, please click SAVE. You must SAVE before proceeding or you will lose data.

The Kentucky Justice & Public Safety Cabinet's Grants Management Branch will submit data from this report to the Bureau of Justice Assistance at the end of each grant year or the termination of a subgrant project, whichever occurs first. The report's purpose is to collect performance information on subgrant recipients and projects. This data is used by BJA for program activity reports to the Administration, the Congress, and the States.

Project Title:

Reported By:

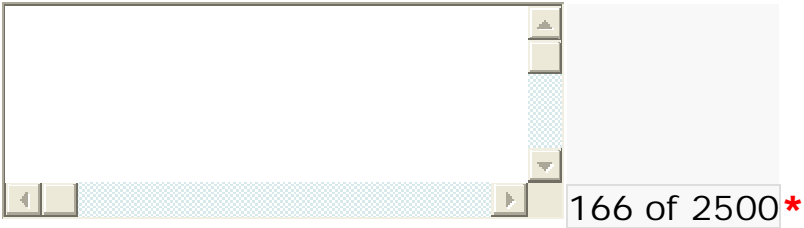
Contact Person:

Title:

Phone:

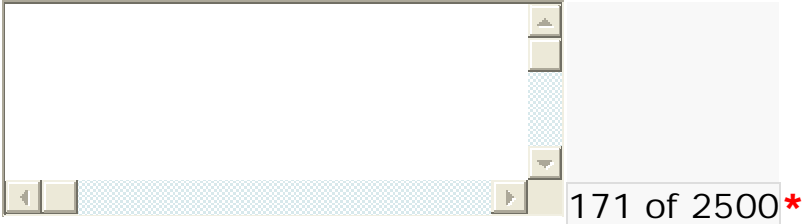
Email:

Describe the progress the subgrantee has made toward obtaining state or local funds to continue this project.



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Please describe any collaborative efforts made with outside agencies to accomplish project goals.



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Project Activities: Report project activities put in place to implement the project. List key highlights regarding unique cases, significant arrests, large drug busts, trends, etc. Discuss only those activities occurring during the period for which this report is provided. The project activities should be linked to the specific objectives of the project. Attach any pertinent newspaper articles, narratives, etc. as needed in Part B – Attachments.



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During the reported quarter, have there been changes or alterations to original program goals and objectives?

- Yes
- No

If Yes, Please Explain:

You are here: > Drug Task Force

PART B - PERFORMANCE ASSESSMENT

Instructions

- Required fields are marked with an *.
- When you are finished filling out this page, please click SAVE. You must SAVE before proceeding or you will lose data.

1. Please estimate the percentage of time designated to the following activities during reported period

<input type="text"/> % Trafficking	<input type="text"/> % Violent Crime	<input type="text"/> % Diversion
<input type="text"/> % Street Sales	<input type="text"/> % Importation	<input type="text"/> % Methamphetamine Labs
<input type="text"/> % Financial Backing	<input type="text"/> % Money Laundering	<input type="text"/> % Gang Activity
<input type="text"/> % Crop Cultivation	<input type="text"/> % Manufacturing	<input type="text"/> % Court Appearance
<input type="text"/> % Administrative	<input type="text"/> % Other	Please provide a description of Other <input type="text"/>

2A. Project Investigation Activity - Opened Cases (non-methamphetamine related)						
	Manufacturing	Trafficking	Cultivation	Possession	Other	Total
Cocaine Powder	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Crack Cocaine	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Cannabis	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Heroin	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Prescription Drugs - Stimulants	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Prescription Drugs -	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	

Depressants					
Prescription Drugs - Painkillers					
Opiates					
Hallucinogens					
Club/Rave Drugs					
Other					
Description of Other					
Totals					
				Total Number of Opened Cases	

2B. Project Investigation Activity- Closed Cases (non-methamphetamine related)

Amount	Reason
	Case Prosecuted
	Prosecution Denied Case
	Unfounded
	Other: <input type="text"/>
Total Cases Closed	

2C. Number of Search Warrants Issued (non-methamphetamine related)

Amount of Search Warrants Issued	<input type="text"/>
----------------------------------	----------------------

2D. Number of Deconflictions entered during report period

Deconflictions entered	<input type="text"/>
------------------------	----------------------

3. Persons Arrested for Drug Offenses (non-methamphetamine related)

	Manufacturing	Trafficking	Cultivation	Possession	Other	Total
Cocaine-Powder	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Crack Cocaine	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Cannabis	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Heroin	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Prescription Drugs - Stimulants	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Prescription Drugs - Depressants	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Prescription Drugs -	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	

Painkillers					
Opiates	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Hallucinogens	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Club/Rave Drugs	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Description of Other	<input type="text"/>				
Totals					
				Total Number of Arrests	

4A Project Investigation Activity- Opened Cases (methamphetamine related)

Offense	Number of Cases
Trafficking	<input type="text"/>
Possession	<input type="text"/>
Manufacturing	<input type="text"/>
Possession of Anhydrous Ammonia	<input type="text"/>
Controlled Substance Endangerment	<input type="text"/>
Other Precursory Materials	<input type="text"/>
Other:	<input type="text"/>
Description of Other	<input type="text"/>
Total Cases Opened	

4B Project Investigation Activity- Closed Cases (methamphetamine related)

Amount	Reason
<input type="text"/>	Case Prosecuted
<input type="text"/>	Prosecution declined case
<input type="text"/>	Unfounded
<input type="text"/>	Other:
Description of Other	<input type="text"/>
Total Cases Closed	

5. Arrests for Methamphetamine Related Charges:

Offense	Number of Cases
Trafficking	<input type="text"/>
Possession	<input type="text"/>
Manufacturing	<input type="text"/>
Possession of Anhydrous Ammonia	<input type="text"/>

Controlled Substance Endangerment	<input type="text"/>
Other Precursory Materials	<input type="text"/>
Other:	<input type="text"/>
Description of Other	<input type="text"/>

Total Arrests Made

6. Clandestine Laboratory Information

Number of clandestine labs investigated:	<input type="text"/>
Number of clandestine labs discovered:	<input type="text"/>
Number of clandestine labs dismantled:	<input type="text"/>
List agencies participating in clandestine lab activity:	<input type="text"/>
Search Warrants Issued:	<input type="text"/>
Number of children involved at clandestine lab location:	<input type="text"/>
Other	<input type="text"/>
Description of Other	<input type="text"/>
Was Department of Social Services contacted?	<input type="radio"/> Yes <input type="radio"/> No

7. Assets Seized During Reporting Period

Asset Type	Number	Value
Firearms	<input type="text"/>	<input type="text"/>
Vehicles	<input type="text"/>	<input type="text"/>
Currency	<input type="text"/>	<input type="text"/>
Real Property	<input type="text"/>	<input type="text"/>
Other:	<input type="text"/>	<input type="text"/>
Description of Other	<input type="text"/>	
Total		

8. Forfeitures Awarded to DTF During Reporting Period

Type	Number	Value
Firearms	<input type="text"/>	<input type="text"/>
Vehicles	<input type="text"/>	<input type="text"/>
Currency	<input type="text"/>	<input type="text"/>
Real Property:	<input type="text"/>	<input type="text"/>

Other:	<input type="text"/>	<input type="text"/>
Description of Other	<input type="text"/>	
Total:	<input type="text"/>	<input type="text"/>

8b. Distribution of Forfeiture Proceeds:

% to project
 % to outside entities

- Please [follow this link for conversion of the Unit of Measure.](#)

9. Amount of Drugs Removed (Estimate weight if necessary).

Drug Type	Quantity	Unit of Measure
Cocaine-Powder	<input type="text"/>	Grams
Crack Cocaine	<input type="text"/>	Grams
Cannabis	<input type="text"/>	Pounds
Plants Destroyed	<input type="text"/> Hydroponic	<input type="text"/> Sinsemilia
Heroin	<input type="text"/>	Grams
Prescription Drugs - Stimulants	<input type="text"/>	Drug Units
Prescription Drugs - Depressants	<input type="text"/>	Drug Units
Prescription Drugs - Painkillers	<input type="text"/>	Drug Units
Opiates	<input type="text"/>	Drug Units
Opates	<input type="text"/>	Patches
Hallucinogens	<input type="text"/>	Drug Units
Club/Rave Drugs	<input type="text"/>	Drug Units
Methamphetamine (locally produced)	<input type="text"/>	Grams
Methamphetamine (import "Crystal")	<input type="text"/>	Grams
Psuedo Ephedrine	<input type="text"/>	Grams
Psuedo Ephedrine	<input type="text"/>	Drug Unit
Other:	<input type="text"/>	Grams

Description of Other

10. Convictions by Drug Offenses and by Drug Related Activity

	Manufacturing	Trafficking	Cultivation	Possession	Total
Cocaine - Powder					
Crack Cocaine					
Cannabis					
Heroin					
Prescription Drugs - Stimulants					
Prescription Drugs - Depressants					
Prescription Drugs - Painkillers					
Opiates					
Hallucinogens					
Club/Rave Drugs					
Methamphetamine					
Totals:					

11. Sentence Information on Drug related Convictions (all drug charges)

	Incarceration		Probation		Comm. Service		Fines		Drug Court	TX
	Number	Avg. Years	Number	Avg. Years	Number	Avg. Years	Number	Avg. Amount	Number	
Manufacturing										
Trafficking										
Cultivation										
Possession										

UNRESTRICTED QUARTERLY PROGRAM REPORT

You are here: > Unrestricted

PART A - GENERAL PROJECT INFORMATION

Instructions

- Required fields are marked with an *.
- When you are finished filling out this page, please click SAVE. You must SAVE before proceeding or you will lose data.

The Kentucky Justice & Public Safety Cabinet’s Grants Management Branch will submit data from this report to the Bureau of Justice Assistance at the end of each grant year or the termination of a subgrant project, whichever occurs first. The report’s purpose is to collect performance information on subgrant recipients and projects. This data is used by BJA for program activity reports to the Administration, the Congress, and the States.

Project Title:

Reported By:

Contact Person:

Title:

Phone:

Email:

Describe the progress the subgrantee has made toward obtaining state or local funds to continue this project.



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Please describe any collaborative efforts made with outside agencies to accomplish project goals.



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During the reported quarter, have there been changes or alterations to original program goals and objectives?

Yes No

If Yes, Please Explain:



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Created By:
UNRESTRICTED

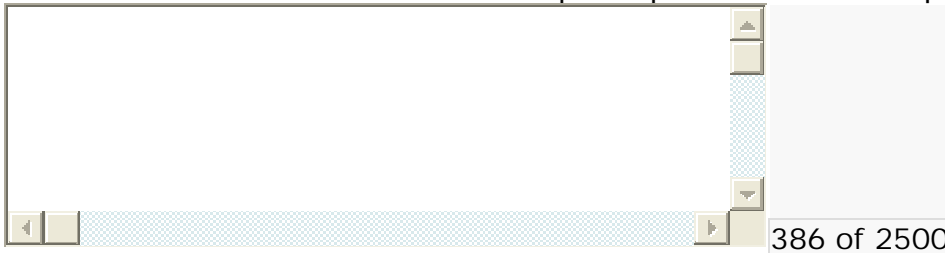
You are here: > Unrestricted

PART B - PERFORMANCE ASSESSMENT

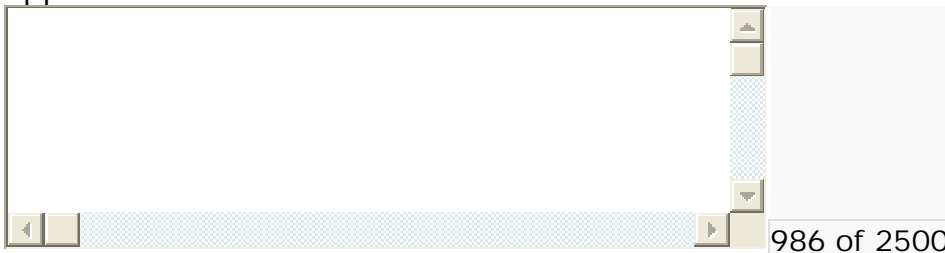
Instructions

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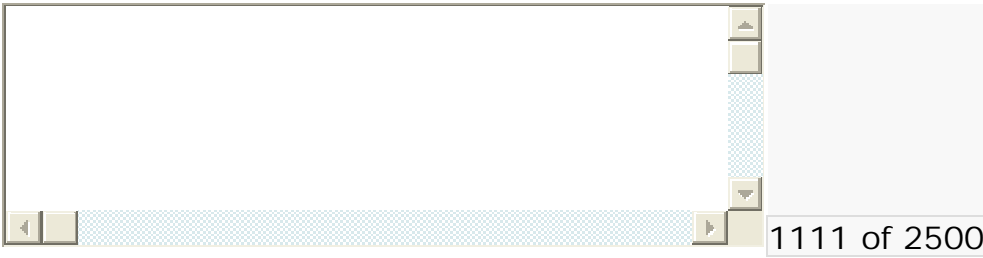
Project Description: Provide a concise narrative description of the project from available application documents incorporating the goal statement. The description should not deviate from the description provided in the approved application.



Project Objectives: List the specific objectives - those stated in the approved application:

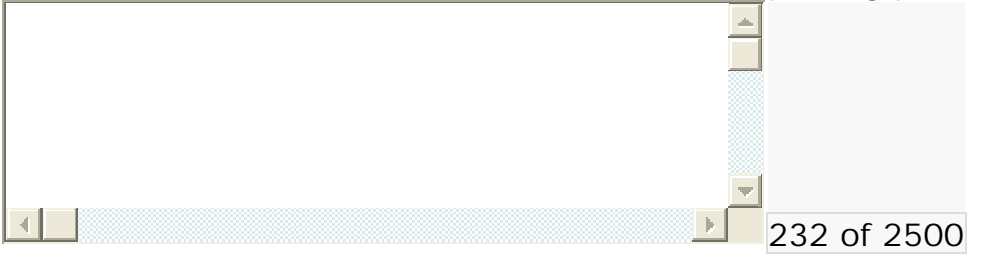


Project Activities: Report project activities put in place to implement the project. Discuss only those activities occurring during the period for which this report is provided. The project activities should be linked to the specific objectives of the project. *This is the most important piece of the Progress Report.*



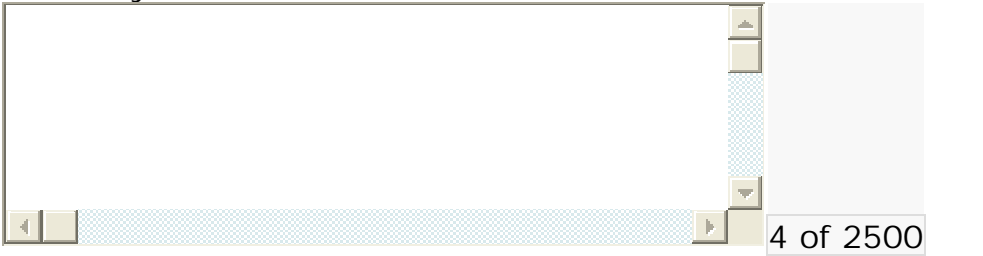
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Outcome/Impact Indicators: Report performance indicators that document the accomplishment of objectives for the current reporting period.



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Problems Encountered: Report any problems, how they affected the project and how they were handled.



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Related Pages

