

Brian Sandoval  
Governor



Chris Perry  
Director

Michelle Hamilton  
Administrator

## Office of Criminal Justice Assistance

1535 Old Hot Springs Road STE 10  
Carson City, NV 89706  
Telephone (775) 687-3700 • Fax (775) 687-4171

October 3, 2012

Chief of Police Steve Keefer  
Sparks Police Department  
1701 E Prater Way  
Sparks, NV 89434

Dear Chief of Police Keefer,

Re: Sparks Police Department – Regional License Plate Reader System # 09-ARRA-37

Congratulations! We are pleased to inform you that your application for American Reinvestment and Recovery Act (ARRA) Justice Assistance Grant (JAG) funding for the Sparks Police Department – “Regional License Plate Reader System” project has been approved in the amount of \$61,585.00. This grant requires **no** cash match. The assigned grant number for your project is **09-ARRA-37**. Please refer to this number on all documents pertaining to this project including e-mail transmissions.

The Office of Criminal Justice Assistance (OCJA) requires submission of Monthly Financial Claim Forms, even if no financial activity took place in a given month. Forms are available on our web site at <http://ocj.nv.gov/>. There are also additional reporting requirements for acceptance of this ARRA JAG grant. Please see the Special Condition on ARRA Reporting for details. As your project manager, I will be happy to assist you with completion of these reports. For general grant reference information see the Project Director's Manual which is also available on our web page at <http://ocj.nv.gov/>.

Enclosed are the following documents:

- Two signed grant awards - please counter-sign & date both copies and return **one** to our office (keep one for your grant file).
- The Statement of Subgrant Audit Arrangements to be signed and returned to our office.

- The Program Assurances document which should be signed and returned to our office.
- The Financial Assurances document which should be signed and returned to our office.
- The Special Condition document regarding ARRA Reporting which should be signed and returned to our office.
- The Special Condition document regarding Timeframe for Expenditures which should be signed and returned to our office.

Please sign these documents and return them to me so we can get your grant activated. Your award is effective October 3, 2012, and funds for this grant are immediately available. You may submit reimbursement requests for obligations incurred after October 3, 2012.

If you have any questions regarding this award or any of the enclosures, please contact me at (775) 687-4170 or e-mail me at [mlambrecht@dps.state.nv.us](mailto:mlambrecht@dps.state.nv.us). I look forward to working with you during the upcoming grant year.

Sincerely,



Mike Lambrecht  
Management Analyst

Encls - as

STATE OF NEVADA  
DEPARTMENT OF PUBLIC SAFETY  
**OFFICE OF CRIMINAL JUSTICE ASSISTANCE**

**American Recovery and Reinvestment Act (ARRA)**

JUSTICE ASSISTANCE GRANT (JAG)

***Grant Award***

<b>SUBGRANTEE:</b>	Sparks Police Department	<b>PROJECT NUMBER:</b>	09-ARRA-37
<b>ADDRESS:</b>	1701 East Prater Way		
	Sparks, NV 89434	<b>FEDERAL GRANT FUNDS:</b>	\$61,585.00
<b>PROJECT TITLE:</b>	Regional License Plate Reader System	<b>MATCHING FUNDS:</b>	0.00
<b>GRANT PERIOD</b>	October 3, 2012 – January 31, 2013	<b>TOTAL:</b>	\$61,585.00

**APPROVED BUDGET FOR PROJECT**

CATEGORY	TOTAL PROJECT COSTS
Personnel	\$0.00
Consultant/Contractual Services	\$.00
Travel/Training	\$980.00
Supplies/Operating	\$ 5,785.00
Equipment	\$54,820.00
Confidential Funds	\$0.00
<b>Total</b>	<b>\$ 61,585.00</b>

This award is subject to the requirements (General and Fiscal Conditions, including General Operating Policies) established by the Office of Criminal Justice Assistance, Nevada Department of Public Safety.

**XX** SPECIAL CONDITIONS: This project is subject to such conditions or limitations as set forth on the attached page(s).

**AGENCY APPROVAL**

**SUB-GRANTEE ACCEPTANCE**

Michelle Hamilton  
Administrator

Steve Keefer  
Chief of Police, City of Sparks

X  10/2/12 X

Signature of Approving Official

Date

Signature of Approving Official

Date



STATE OF NEVADA  
DEPARTMENT OF PUBLIC SAFETY  
**Office of Criminal Justice Assistance**

American Recovery and Reinvestment Act (ARRA)  
JUSTICE ASSISTANCE GRANT (JAG)

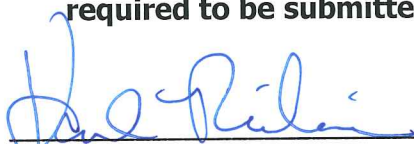
SPECIAL CONDITION

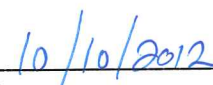
*SPECIAL CONDITION FOR REIMBURSEMENT  
OF GRANT EXPENDITURES*

**AGENCY: Sparks Police Department**  
**PROJECT TITLE: Regional License Plate Reader System**  
**PROJECT NOS.: 09-ARRA-37**

**Due to the short timeframe for execution of this grant, all obligations associated with this grant must be completed by January 31, 2013.**

**In order for OCJA to be aware of the program's expenses and progress, monthly financial reports and quarterly reports are required to be submitted on their original due dates.**

  
\_\_\_\_\_  
Signature of Project Director

  
\_\_\_\_\_  
Date

# STATE OF NEVADA

## DEPARTMENT OF PUBLIC SAFETY OFFICE OF CRIMINAL JUSTICE ASSISTANCE

### JUSTICE ASSISTANCE GRANT (JAG) AMERICAN REINVESTMENT AND RECOVERY ACT (ARRA)

#### *SPECIAL CONDITION INVOLVING ARRA REPORTING*

**AGENCY:** Sparks Police Department

**PROJECT TITLE:** Regional License Plate Reader System

**PROJECT NO:** 09-ARRA-37

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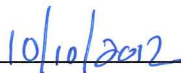
Consistent with the Recovery Act emphasis on accountability and transparency, reporting requirements under Recovery Act grant programs will differ from and expand upon the past standard reporting requirements for grants. In addition, applicant agency will need to report on performance measures for activities funded by Recovery dollars. They are not required to report on all programmatic performance measures; only those applicable to your grant. These programmatic measures will be collected quarterly 20 DAYS after the end of the quarter on a online Performance Measurement Tool (PMT). The Office of Criminal Justice Assistance (OCJA) will be setting each agency up with their own user id and password and assist each agency with all reporting requirements.

It should be noted that much of this reporting is new to OCJA as well as the Department of Justice (DOJ) and this reporting may change slightly based on feedback from the field and the DOJ Office of the Inspector General (OIG). OCJA will be working with each agency to assist in meeting these new reporting requirements.

Your signature below indicates acceptance of these reporting requirements and agreement to submit necessary reports.



\_\_\_\_\_  
Signature of Project Director



\_\_\_\_\_  
Date