

APPLICATION FOR

		2. DATE SUBMITTED 05/15/2009	APPLICATION IDENTIFIER
1. TYPE OF SUBMISSION Application Non-Construction		3. DATE RECEIVED BY STATE	STATE APPLICATION IDENTIFIER
		4. DATE RECEIVED BY FEDERAL AGENCY	FEDERAL IDENTIFIER
5. APPLICANT INFORMATION			
Legal Name City of Hornell		Organizational Unit Police Department	
Address (city, state, and zip code) 82 Main Street Hornell, New York 14843-1527		Name and telephone number of the person to be contacted on matters involving this application Michael Sexsmith (607) 324-2860	
6. EMPLOYER IDENTIFICATION NUMBER (EIN) 16-6002537		7. TYPE OF APPLICANT Municipal	
8. TYPE OF APPLICATION New		9. NAME OF FEDERAL AGENCY Bureau of Justice Assistance	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE Number: 16.804 CFDA Title: 16.804 - Recovery Act - Justice Assistance Grants - Localities		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT Hiring of a part-time Information Technology Professional dedicated to the Hornell Police Department and the purchase of a 4 wheel drive police marked unit for the Corning Police Department.	
12. AREAS AFFECTED BY PROJECT Areas affected by these projects include the City of Hornell,			
13. PROPOSED PROJECT		14. CONGRESSIONAL DISTRICT(S) OF	
Start Date: 03/01/2009	Ending Date: 02/28/2013	a. Applicant NY29	b. Project NY29
15. ESTIMATED FUNDING		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
a. Federal	\$48,264	Program is not covered by E.O. 12372	
b. Applicant	\$0		
c. State	\$0		
d. Local	\$0		
e. Other	\$0		
f. Program Income	\$0	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?	
g. Total	\$48,264	N	
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS REQUIRED.			
a. Typed Name of Authorized Representative Shawn Hogan		b. Title Mayor	c. Telephone number (607) 324-7421
d. Signature of Authorized Representative		e. Date Signed	

Previous Editions Not Usable

Standard Form 424 (Rev 4-88)
Prescribed by OMB Circular A-102

JAG Attachment 1

Hornell Police Department/ Corning Police Department

2009 Byrne/Jag Program Narrative

The Hornell Police Department and the Corning Police department are designated as disparate jurisdictions. The City of Hornell will act as fiscal agent.

City of Hornell	\$21,081	
City of Corning	\$27,183	Total \$48,264

The City of Hornell will draw down the total \$48,264 one time to a bank account dedicated for the Jag funds..

Overview of The Hornell Police Department Technology

The Hornell Police Department currently has seven (7) computerized workstations, four (4) Mobile Data Terminals (MDT's), one (1) laptop dedicated to Computerized Voice Stress Analysis (CVSA) and two (2) servers.

The seven computerized workstations and server are home to our records management system PD Manager, our Traffic and Criminal Software (Tracs) and connection to E-justice, which is New York State's criminal information portal and is also connected to NCIC.

The four Mobile Data Terminals are located in four of our marked patrol units. The MDT's utilize the Tracs program for issuing traffic tickets and completing accident reports. The MDT's also utilize Steuben County's 911 software which includes dispatch screens, mapping and pictometry. One of the MDT's is also used for our License Plate Reader (LPR) which scans license plates for suspended registrations, wanted persons, stolen vehicles etc.

Problem

With the retirement of one of our Sergeants, who also served as the department's Information Technology officer, we find ourselves without the help of a much needed technically adept employee to keep our criminal justice related systems and programs running efficiently and productively. On a consistent basis we experience problems with our criminal justice programs including the MDT's, Tracs, the LPR and our records system. Due to the problems we are experiencing with these systems, productivity, efficiency and officer safety have been hampered. These systems need to be maintained by knowledgeable persons in order to perform efficiently. The problems we are experiencing now will only grow as law enforcement information systems advance into the future. In order for our department to safely and efficiently provide services to the

City of Hornell we are pursuing the hiring of an Information Technologist dedicated to our police department to aid us in our mission to serve the people of our city.

Objective:

The Hornell Police Department plans to use JAG funds to create a new part-time civilian position at our department. The part-time position will be named Department Information Technologist. The duties of the Technologist will consist of the maintenance of the criminal justice related software programs including backups, updates and troubleshooting. With the addition of this new position our department will become safer, more efficient and productive with our technology in good working order. The use of these funds will also create a job opportunity with the possibility of job preservation if the program is successful.

The Technologist will work four (4) hours per week for fifty (50) weeks per year with two weeks off for vacation. He/she will punch in on a time clock when he arrives for work and will punch out when done for the day. He/she will also keep a record of what criminal justice related programs were worked on during each work day. This position will be funded through the Jag funds for approximately three (3) years.

Performance measure:

To measure our objective we will rate the present situation of our criminal justice technology programs as unsatisfactory. At this time records system backups are not being completed, the Tracs system has not been updated and is performing poorly, PD Manager is experiencing problems and our LPR is non-functional. With the creation of the Department Informational Technologist, we expect that within three months time these systems will be fully functional and user friendly. These systems and any other added criminal justice related systems will be expected to be maintained as functional and satisfactory until Jag funds are exhausted which will be approximately two years and nine months later.

In order to track all draw downs from Jag funds our city will create a new bank account used strictly for the Jag funds. The total \$21,081 available from Jag will be drawn down into that account. Monthly bank statements will be kept regarding all activities associated with that account. Time cards and work records will also be kept as to the technologist's time and tasks performed.

JAG Attachment 2 Budget Narrative

The City of Hornell has been allotted \$21,081 in Jag grant funds. The City proposes to use these funds to hire an Information Technology Professional, on a part-time basis, dedicated to the Hornell Police Department for maintenance of the department's criminal justice computer programs. The Technologist will be paid at a rate of \$35.00 per hour for 602.3 hours.

The City of Corning has been allotted \$27,183 in Jag grant funds. The City proposes to use these funds to purchase a 2009 four-wheel drive Ford Explorer marked police vehicle. This will be a one time draw down of funds.

Budget Detail Worksheet

Purpose: The Budget Detail Worksheet may be used as a guide to assist you in the preparation of the budget and budget narrative. You may submit the budget and budget narrative using this form or in the format of your choice (plain sheets, your own form, or a variation of this form). However, all required information (including the budget narrative) must be provided. Any category of expense not applicable to your budget may be deleted.

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.

Name/Position	Computation	Cost
Position 1 Information Technologist	602.3 Hrs @ \$35.00	\$21,081.00
Position 2		
Position 3		
Position 4		
Position 5		
Position 6		
		SUB-TOTAL \$21,081.00

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.

Name/Position	Computation	Cost
Fringe benefit 1, each benefit entry is limited to one line		
Fringe benefit 2		
Fringe benefit 3		
Fringe benefit 4		
Fringe benefit 5		
		SUB-TOTAL \$0.00
		Total Personnel & Fringe Benefits \$21,081.00

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.

Purpose of Travel	Location	Item	Computation	Cost
Travel entry 1, two lines per entry				
Travel entry 2				
Travel entry 3				
Travel entry 4				
Travel entry 5				
Travel entry 6				
Travel entry 7				
TOTAL				\$0.00

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.

Item	Computation	Cost
09 Ford Expedition police patrol vehicle (Marked)	New York State bid	\$27,183.00
equipment entry 2		
equipment entry 3		
equipment entry 4		
equipment entry 5		
TOTAL		\$27,183.00

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.

Supply Items	Computation	Cost
Supply item 1, one line per entry		
supply item 2		
supply item 3		
supply item 4		
supply item 5		
supply item 6		
supply item 7		
supply item 8		
supply item 9		
TOTAL		\$0.00

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.

Purpose	Description of Work	Cost
four lines per entry, use boxes below or an additional page for more space if required		
TOTAL		\$0.00

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.

Name of Consultant	Service Provided	Computation	Cost
Supply item 1, one line per entry	maximum of three lines		
Supply item 1, one line per entry			
Supply item 1, one line per entry			
Supply item 1, one line per entry			
Subtotal			\$0.00

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.)

Item	Location	Computation	Cost
Consultant expense entry 1, one line per entry	maximum of three lines		
	maximum of three lines		
Consultant expense entry 1, one line per entry	maximum of three lines		
Subtotal			\$0.00

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.

Item	Cost
maximum of four lines, additional information should be attached on a separate sheet(s)	
maximum of four lines	
Subtotal \$0.00	
TOTAL \$0.00	

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
four lines per entry, use boxes below or an additional page for more space if required		
TOTAL		\$0.00

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 costs categories.

Description	Computation	Cost
one line per entry		
one line per entry		
TOTAL		\$0.00

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

Budget Category	Amount
A. Personnel	<u>\$21,081.00</u>
B. Fringe Benefits	<u>\$0.00</u>
C. Travel	<u>\$0.00</u>
D. Equipment	<u>\$27,183.00</u>
E. Supplies	<u>\$0.00</u>
F. Construction	<u>\$0.00</u>
G. Consultants/Contracts	<u>\$0.00</u>
H. Other	<u>\$0.00</u>
Total Direct Costs	<u>\$48,264.00</u>
I. Indirect Costs	<u>\$0.00</u>
TOTAL PROJECT COSTS	<u>\$48,264.00</u>
Federal Request	<u>\$48,264.00</u>
Non-Federal Amount	<u> </u>

City of Corning

The City of Corning will purchase one four- wheel drive vehicle for patrol purposes. The vehicle will be a marked unit used to expand patrols along the river area which is primarily used for fishing and recreational boating. The river area also includes a hike/bike trail. This area is unreachable using conventional two wheel drive police vehicles. The additional vehicle will also be used for regular patrol purposes during inclement winter weather.

The vehicle to be purchased is a 2009 Ford Expedition special service vehicle at a cost of \$27,862.00 using the New York State bid award process. In addition to expanding and retaining jobs in the police department, the purchase will help retain jobs for American auto workers and the American companies that will supply the emergency equipment to up-fit the vehicle.

The City of Corning's Jag allotment of \$27,183 will also be fully drawn down into the dedicated Jag account and dispersed to them when requested.

JAG ATTACHMENT 3 REVIEW NARR.

HORNELL POLICE DEPT / CORNING POLICE DEPT

The Jag application/project for the City of Corning, NY was reviewed by the governing body of the City of Corning and authorized for submission on April 16th, 2009 and made public to the extent applicable of applicable law.

The JAG application for the City of Hornell, NY is expected to be reviewed at the next Common Council meeting scheduled for May 26th, 2009 and will be made public to the extent of applicable law.

JAG ATTACHMENT 4 ABSTRACT

Applicant : City of Hornell, NY/ City of Corning, NY

City of Hornell acting as Fiscal Agent

Title of Projects: City of Hornell – The creation of a new civilian part-time position at the Hornell Police Department titled “Department Information Technologist”

Goal of the project: To create a new position at the Hornell Police Department and bring to good working order all criminal justice related computer programs and to maintain these and future criminal justice related computer programs in good working order for safe, efficient and productive policing.

Strategies: Using Jag funds the City of Hornell will hire an Information Technology Professional, dedicated to the Hornell Police Department, on a part-time basis working four (4) hrs per week for fifty (50) weeks per year for three (3) years, allowing two (2) weeks for vacation each year. The Technologist will be used to update, maintain and troubleshoot criminal justice related computer related programs on a weekly basis.

Title of Project: City of Corning – Purchase of a four wheel drive 2009 Ford Explorer marked police vehicle.

Goal of project: To expand patrol areas that are unreachable by conventional police vehicles to include a river area in the City of Corning used for fishing, recreational boating and a hiking and biking trail. The vehicle will also be used for regular patrol during inclement winter weather.

Strategies: Using Jag funds the City of Corning will purchase a 2009 four wheel drive Ford Explorer marked police unit to use to patrol hard to reach areas of the jurisdiction and for use in inclement winter weather.

U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

Recovery Act – Justice Assistance Grant (JAG) Program

Certification as to Recovery Act Reporting Requirements

On behalf of the applicant entity named below, I certify the following to the Office of Justice Programs, U.S. Department of Justice:

I have personally read and reviewed the section entitled "Accountability and Transparency under the Recovery Act" in the program announcement for the Recovery Act grant program identified above. I have also read and reviewed section 1512(c) of the American Recovery and Reinvestment Act of 2009 (Public Law 111-5), concerning reporting requirements for grants. I agree that the applicant will comply with the reporting requirements set forth therein with respect to any grant the applicant may receive under the Recovery Act grant program identified above.

I acknowledge that a false statement in this certification may be subject to criminal prosecution, including under 18 U.S.C. § 1001. I also acknowledge that Office of Justice Program grants, including certifications provided in connection with such grants, are subject to review by the Office of Justice Programs, and/or by the Department of Justice's Office of the Inspector General.

I have authority to make this certification on behalf of the applicant entity (that is, the entity applying directly to the Office of Justice Programs).



Signature of Certifying Official

Shawn D. Hogan, Mayor

Printed Name of Certifying Official

Mayor

Title of Certifying Official

City of Hornell Police Department

Full Name of Applicant Entity

May 15, 2009

Date

U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

Recovery Act – Justice Assistance Grant (JAG) Program

General Certification as to Requirements for Receipt of Funds
for Infrastructure Investments

On behalf of the applicant State or unit of local government (including tribal government) named below, I certify the following to the Office of Justice Programs ("OJP"), U.S. Department of Justice:

I have personally read and reviewed the section entitled "Eligibility" in the program announcement for the Recovery Act grant program named above. I also have personally read and reviewed section 1511 of the American Recovery and Reinvestment Act of 2009 (the "Recovery Act"), which requires a specific certification prior to receipt of Recovery Act funds for infrastructure investments.

Initial the statement that applies:

SNH The applicant identified below **does not intend to use** any portion of any funds received under this Recovery Act grant program for any infrastructure investment. Should this intention change, the applicant will promptly notify OJP, and (except to the extent, if any, that OJP has given prior written approval to expend funds to conduct the review and vetting required by law) will not draw down, obligate, or expend any funds received under this Recovery Act program for any infrastructure investment project until section 1511 of the Recovery Act has been satisfied, and an adequate project-specific certification has been executed, posted, and submitted to OJP.

_____ The applicant identified below **does intend to use** some or all of any funds received under this Recovery Act grant program for one or more infrastructure investment projects. Except to the extent, if any, that OJP has given prior written approval to expend funds to conduct the review and vetting required by law, I agree that the applicant entity will execute, post, and submit to OJP, prior to obligating, expending, or drawing down funds for such project, a project-specific certification that satisfies all of the requirements of section 1511 (including execution by the Governor, mayor, or other chief executive, as appropriate) for each such infrastructure investment project.

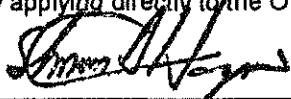
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U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

General Certification as to Requirements for Receipt of Funds
for Infrastructure Investments

I acknowledge that a false statement in this certification may be subject to criminal prosecution, including under 18 U.S.C. § 1001. I also acknowledge that Office of Justice Program grants, including certifications provided in connection with such grants, are subject to review by the Office of Justice Programs and/or by the Department of Justice's Office of the Inspector General.

I have authority to make this certification on behalf of the applicant (that is, the governmental entity applying directly to the Office of Justice Programs).



Signature of Certifying Official

Shawn D. Hogan, Mayor

Printed Name of Certifying Official

Mayor

Title of Certifying Official

City of Hornell Police Department

Full Name of Applicant Government Entity

May 15, 2009

Date

MEMORANDUM OF UNDERSTANDING
BETWEEN
CITIES OF CORNING AND HORNELL, NEW YORK,
AND
THE COUNTY OF STEUBEN, NEW YORK

WHEREAS, the City of Corning, the City of Hornell and the County of Steuben partnering to submit a joint application to the Justice Assistance Grant (JAG) Program; and

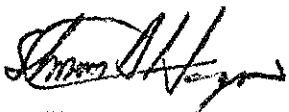
WHEREAS, the amount of the application totals \$48,264; and

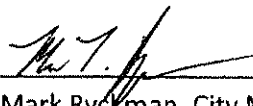
WHEREAS, the application is being allocated in the amount of \$27,183 to the City of Corning for a marked police vehicle project and an amount of \$21,081 to the City of Hornell for an information and technology project; and

WHEREAS, each party has found the performance of this undertaking is in the best interest of the parties, that the undertaking will benefit the public, and that the division of costs fairly compensates the performing parties for the service or functions under this Memorandum of Understanding;

WHEREAS, Steuben County endorses the project application described above;

NOW THEREFORE, the parties agree that the City of Hornell shall serve as the project applicant and fiscal agent for joint funds to implement these projects, and all parties agree to conform to the requirements of the Justice Assistance Grant (JAG) program.


Shawn Hogan, Mayor
City of Hornell, New York
5/15/09
Date


Mark Ryckman, City Manager
City of Corning, New York
May 13, 2009
Date


Mark Alger, County Administrator
5/14/2009
Date

MEMORANDUM OF UNDERSTANDING
BETWEEN
CITIES OF CORNING AND HORNELL, NEW YORK,
AND
THE COUNTY OF STEUBEN, NEW YORK

WHEREAS, the City of Corning, the City of Hornell and the County of Steuben partnering to submit a joint application to the Justice Assistance Grant (JAG) Program; and

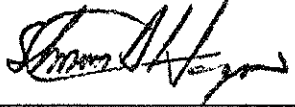
WHEREAS, the amount of the application totals \$48,264; and

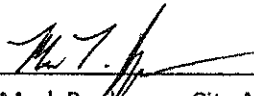
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NOW THEREFORE, the parties agree that the City of Hornell shall serve as the project applicant and fiscal agent for joint funds to implement these projects, and all parties agree to conform to the requirements of the Justice Assistance Grant (JAG) program.


Shawn Hogan, Mayor
City of Hornell, New York
5/15/09
Date


Mark Ryckman, City Manager
City of Corning, New York
May 13, 2009
Date


Mark Alger, County Administrator
5/14/2009
Date

-----Original Message-----

From: Mike Sexsmith [mailto:capthpd@infoblvd.net]

Sent: Friday, June 12, 2009 3:26 PM

To: Iwasaki, Dean

Subject: RE: MOU HORNELL PD-CORNING PD

Dean,

The Hornell City Common Council met on June 8th 2009 and a resolution to apply for JAG funds was read and passed at the meeting. This meeting was open to the public and the public also had a chance to comment. The resolution also states that a copy of the application will be on file at City Hall for 30 days for public review.

Let me know if this is ok or if you need something more formal.

Thanks

Capt. Mike Sexsmith
Hornell PD