



Pennsylvania  
**Commission on Crime  
and Delinquency**

FY24 Byrne Justice Assistance Grant (JAG)  
Application

**Program Narrative**

## **Pennsylvania's Proposed Funding Objectives for FY 2024 JAG Funds Program Narrative**

### **a. Description of the Issue**

The 2021-2025 Strategic Framework for the Pennsylvania Commission on Crime and Delinquency (PCCD) is the primary tool used for prioritizing agency-delivered criminal justice, juvenile justice, and victim services that benefit citizens in Pennsylvania's communities. PCCD's administrative structure consists of a Commission, the School Safety and Security Committee, and seven advisory committees. These groups are comprised of subject matter experts, practitioners, and community members who are well-attuned to the justice-related and public safety problems facing the citizens of the Commonwealth. These subject matter experts meet with regularity to discuss these issues, review proposed projects, and subsequently provide recommendations for funding those that are well-positioned to accomplish the stated objectives. PCCD Commission and advisory committee meetings are open to the public and are governed by 65 Pa. C.S. § Chapter 7 (relating to Open Meetings).

In accordance with PCCD's application management policy, each award recommendation is reviewed by PCCD staff, vetted by advisory committees, and presented to the Commission during publicly accessible quarterly meetings. In determining where JAG Funds could achieve the greatest impact, the Commission approves targeting these funds to a select group of objectives within the 2021-2025 [Strategic Framework](#).

PCCD will use 2024 Edward Byrne Memorial Justice Assistance Grant (JAG) funds to continue support for and implement projects that address emerging issues and coincide with one or more of the Goals and Objectives from the PCCD Strategic Framework identified within the Project Design and Implementation Section below.

## **b. Project Design and Implementation**

Where other state and/or federal funding sources are available to address our objectives (i.e., forensic science improvements, residential substance abuse treatment, crime victim services, and criminal records improvements), we use those funds as designed and dedicate our limited JAG funds to support or enhance those objectives where other state or federal funding streams do not address the need. PCCD is proud of its ability to leverage and utilize various state and federal funding streams so that it can maximize the use of JAG funds to promote system-wide enhancements.

In 2020, PCCD initiated the development of the 2021-2025 Strategic Framework. To aid in these efforts, PCCD established an internal Strategic Planning Team comprised of senior leadership and office directors, deputy directors, and other key staff to help implement these activities. As with prior strategic planning efforts, PCCD utilized a Committee comprised of the Advisory Committee Chairs to ensure alignment with respective Committee priorities and responsibilities.

Recognizing the importance of stakeholders in its work, PCCD staff also conducted multiple surveys to gauge perceptions of the agency's programs and processes among applicants, grantees, members (Commission, Advisory Committees, Subcommittees, etc.), and staff members. Key findings and themes were presented to PCCD leadership as well as Commission members to inform the agency's continuous improvement efforts.

Staff also used available data on crime trends, agency performance measures, and other indicators to inform its strategic planning efforts. More information about PCCD's justice system support and improvement efforts, including a copy of its most recent [FY22-23 Annual Report](#), is available on PCCD's website.

The Strategic Plan was presented for review and consideration at the Commission’s meeting on December 9, 2020, at which time it was adopted by unanimous vote. Several PCCD Objectives and Strategies relate closely to BJA’s “Areas of Emphasis”, most notably, **Advancing Justice System Reform Efforts and Crime and Violence Reduction Strategies.**

The Goals and Objectives identified in the PCCD 2021-2025 Strategic Framework are listed below:

**Goal 1: We support programs and practices that promote justice for all citizens and communities in Pennsylvania.**

**1.1.** Ensure that members of PCCD’s staff, the Commission, Advisory Committees, Subcommittees, and other groups supporting the agency’s work reflect the diversity of our Commonwealth.

**1.2.** Increase opportunities for community members, practitioners, and impacted individuals to inform decision-making processes at the state, local, and program levels.

**1.3.** Work to identify and eliminate racial and ethnic disparities that impact fair and equitable treatment within the systems PCCD engages.

**Goal 2: We invest in ideas and strategies that improve systems and help make Pennsylvanians and communities safer.**

**2.1.** Provide support for effective, community-led efforts to prevent gun violence.

**2.2.** Increase the efficacy of state and local efforts to prevent crime and increase safety through interagency planning and collaboration.

**2.3.** Increase utilization of evidence-based and evidence-informed programs and practices to improve outcomes for individuals and communities.

**2.4.** Support healing-informed approaches to address the impacts of trauma and the needs of diverse populations.

**2.5.** Improve coordination of and access to services for people with mental health, behavioral health, intellectual disabilities, and/or substance use disorders who come into contact with the systems engaged by PCCD.

**2.6.** Increase availability of high-quality reentry programs and practices across the Commonwealth.

**2.7.** Increase the number of Pennsylvania school entities meeting established baseline safety standards.

**Goal 3: We work with partners to reduce the impact of crime on victims and survivors.**

**3.1.** Enhance the quality and availability of services for all victims of crime, including those most vulnerable and underserved.

**3.2.** Address the economic needs of victims of crime through the Victims Compensation Assistance Program (VCAP).

**3.3.** Enhance the availability of children's advocacy centers (CACs) and multidisciplinary investigative teams (MDITs) throughout the Commonwealth to support victims/survivors of child sexual abuse and child abuse.

**3.4.** Engage schools, communities, and families in violence prevention and increase support services provided to school victims/survivors.

**Goal 4: We support training and skill-building to ensure the preparedness of our practitioners.**

**4.1.** Increase the overall knowledge and skills among victim service providers, justice practitioners, and other related professions through increased access to high-quality

training and professional development.

**4.2.** Provide law enforcement with the appropriate tools, training, and technology to assist them in building trust and improving the safety of communities they serve.

**4.3.** Assist school personnel and other professionals working to foster safer school environments through comprehensive training and professional development opportunities.

**Goal 5: We develop and share relevant expertise, data, and resources to inform state and local efforts.**

**5.1.** Increase the quality, accuracy, and availability of data to inform state and local decision-making.

**5.2.** Expand PCCD's research, evaluation, and data analysis.

**5.3.** Increase stakeholder knowledge and use of PCCD's data analysis, technical assistance, and resource offerings to support capacity-building in the field.

**Goal 6: We will ensure impact, fairness, transparency, quality, and equity in how PCCD conducts business and allocates resources.**

**6.1.** Improve the efficiency and effectiveness of PCCD's grantmaking processes.

**6.2.** Increase the utilization of stakeholder perceptions and suggestions related to programs, processes, and operations to inform continuous improvement efforts.

**c. Capabilities and Competencies**

As mentioned, PCCD, together with its advisory committees (including local criminal justice system officials), staff, and stakeholders engaged in the development of the 2021-2025 [Strategic Framework](#). The Strategic Plan was presented for review and consideration at the Commission's meeting on December 9, 2020, at which time it was adopted by unanimous vote.

PCCD will utilize 2024 JAG funds to support goals and objectives contained in the 2021-2025 Strategic Framework and Comprehensive Strategic Plan. PCCD's 2021-2025 Strategic Framework was developed using the priorities gathered from the advisory committees that support the Commission. These include the Children's Advocacy Center Advisory Committee, County Adult Probation and Parole Advisory Committee, Criminal Justice Advisory Committee, Juvenile Justice and Delinquency Prevention Committee, Mental Health and Justice Advisory Committee, School Safety and Security Committee, Indigent Defense Advisory Committee, and Victims' Services Advisory Committee.

The 2021-2025 Strategic Framework provides the following benefits to PCCD:

- Provides a common understanding of agency purpose and direction;
- Unifies the agency related to long-term goals and objectives;
- Identifies emerging trends;
- Provides focus for change;
- Creates a framework for decision-making;
- Provides a basis for measuring success; and
- Provides context to inform budget decisions.

The process to develop the 2021-2025 Strategic Framework included the following targeted focus areas:

- Consideration of PCCD's position within the justice system;
- Consideration of PCCD's capacity to influence the justice system;
- Consideration of where PCCD should be positioned;
- Development of mission and vision statements;
- Defining the current state of affairs in Pennsylvania's justice system;

- Analyzing trends in data;
- Anticipating future needs;
- Analyzing gaps; and
- Developing the plan to include long and short-term goals.

In addition to administering JAG funds, the Pennsylvania Commission on Crime and Delinquency (PCCD) administers approximately \$300 million in support of state and federal programs. Given our centrality to these other federal and state programs, and our direct involvement with other state agencies administering federal and state programs, we are positioned to fill gaps or fund needs as they are identified at the state and local level.

As was part of our 2022/2023 and now 2024/2025 formula JAG funding strategy, PCCD has utilized a gap analysis approach to determine what objectives have an established allocation of funds (i.e. Coverdell forensic science, National Criminal History Records Improvement, Victims of Crime Act, Statistical Analysis Center, state funds, etc.) so that the JAG funds can fill the gaps where no other or insufficient funds exist to more fully address the needs identified.

Other state agencies participate in and are members of the Commission and its advisory committees which keeps PCCD informed related to the use of their state and federal funds and ensures that PCCD is aware of these efforts so that projects and programs are coordinated and not duplicated.

Many members of PCCD's staff serve in varying capacities to other federal and state workgroups and advisory committees to both lend support and expertise, which also affords an opportunity to discern what other funding exists, or where gaps exist for possible PCCD funding consideration.



Beyond its funding opportunities, PCCD has earned a reputation as a leader in state criminal justice, juvenile justice, matters connected to those that have been victims of a crime and issues of public safety generally.

**d. Plan for Collecting the Data Required**

BJA's JAG required performance measures will be incorporated within each programmatic response selected for funding and reported on by PCCD through BJA's Performance Management Tool (PMT). In addition, PCCD's Program staff assists in developing additional impact measures based on national research measures already required in various purpose/program areas, which subrecipients may need to incorporate into their program designs in order to receive JAG formula funding. PCCD prioritizes the collection of data that allows for an analysis of project outcome related to stated objectives and reviews the performance measures of each project to ensure appropriate measures are selected and applied. Funded agencies are required to submit performance data no less frequently than once per quarter via the established electronic grants management system.

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**Budget Worksheet**

## Budget Detail - Year 1

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - (DOJ Financial Guide, Section 3.10)

Yes

### A. Personnel

Name <i>List each name, if known.</i>	Position <i>List each position, if known.</i>	Computation <i>Show annual salary rate &amp; amount of time devoted to the project for each name/position.</i>						
Add Personnel	Delete Selected	Salary	Rate	Time Worked (# of hours, days, months, years)	Percentage of Time	Total Cost	Non-Federal Contribution	Federal Request
PCCD Staff	Administrative	\$39.21	hourly	3,960	100%	\$155,272		\$155,272
PCCD Staff	Program Activities	\$28.12	hourly	6,165	100%	\$173,360		\$173,360
						\$0		\$0
						\$0		\$0
<b>Total(s)</b>						<b>\$328,632</b>	<b>\$0</b>	<b>\$328,632</b>
<b>Narrative</b>							Add Additional Narrative Text Area	

#### Utilization of Administrative and Program Staff Funds

The Pennsylvania Commission on Crime and Delinquency (PCCD) will utilize funding to cover staff costs related to the administration of JAG-related program activities.

PCCD is not designated as a "High Risk" agency by any other federal grant-making agency.

B. Fringe Benefits	
Name	Computation
<i>List each grant-supported position receiving fringe benefits.</i>	<i>Show the basis for computation.</i>
<input type="button" value="Add Benefit"/>	<input type="button" value="Delete Selected"/>
PCCD staff	\$328,632.00
	73.60%
	\$241,874
	\$0
	\$241,874
<b>Total(s)</b>	
	\$241,874
	\$0
	\$241,874
<b>Narrative</b>	
<input type="button" value="Add Additional Narrative Text"/>	
Average costs associated with the providing fringe benefits for involved staff:	
RetiredEmpHealth - 7.286%	
SocSecurity - 6.01%	
Medicare - 1.406%	
RetCont - 38.82%	
Wrkmn In sPrem - 0.75%	
Emp Grp Life Ins - 0.132%	
Active Emp Health - 16.98%	
Leave Payout Assmt - 2.216%	
Total Percentage - 73.6%	

C. Travel										
Purpose of Travel	Location	Type of Expense	Basis	Computation						
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>	<i>Lodging, Meals, Etc.</i>	<i>Per day, mile, trip, Etc.</i>	<i>Compute the cost of each type of expense X the number of people traveling.</i>						
<input type="button" value="Add Travel Expense"/>	<input type="button" value="Delete Selected"/>			<b>Cost</b>	<b>Quantit y</b>	<b># of Staff</b>	<b># of Trips</b>	<b>Total Cost</b>	<b>Non-Federal Contribution</b>	<b>Federal Request</b>
PCCD Staff - NCJA	Washington, DC	Lodging	Night	\$275.00	4	1	1	\$1,100		\$1,100
PCCD Staff- NCJA	Washington, DC	Mileage	Mile	\$0.67	250	1	1	\$168		\$168
PCCD Staff- NCJA	Washington, DC	Meals	Day	\$92.00	5	1	1	\$460		\$460
PCCD Staff Compliance Reviews	Commonwealth of Pennsylvania	Lodging	Night	\$110.00	1	3	3	\$2,970		\$2,970

PCCD Staff Compliance Reviews	Commonwealth of Pennsylvania	Meals	Day	\$68.00	2	9	3	\$3,672		\$3,672
PCCD Staff Compliance Reviews	Commonwealth of Pennsylvania	Mileage	Mile	\$0.67	200	9	3	\$3,618		\$3,618
<b>Total(s)</b>								<b>\$11,988</b>	<b>\$0</b>	<b>\$11,988</b>

**Narrative** Add Additional Narrative Text

PCCD Staff Compliance Reviews - In accordance with PCCD policy, staff are required to complete onsite monitoring of subrecipients. Funds will support a total of 9 staff conducting 3 onsite visits each. Lodging, Meals, and mileage rates are based on the GSA rates effective October 1, 2024. An average of 200 miles was estimated for each onsite visit.

PCCD Staff - NCJA - Funds will support the costs of one PCCD staff to attend the National Criminal Justice Association Meeting. All costs are based on the GSA rate.

Supply Items		Computation				
Provide a list of the types of items to be purchased with grant funds.		Describe the item and the compute the costs. Computation: The number of each item to be purchased X the cost per item.				
Add Supply Item	Delete Selected	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
Operating Expenses and Supplies		1	\$41,051.00	\$41,051		\$41,051
<b>Total(s)</b>				<b>\$41,051</b>	<b>\$0</b>	<b>\$41,051</b>

**Narrative** Add Additional Narrative Text

Utilization of Administrative Funds  
The Pennsylvania Commission on Crime and Delinquency (PCCD) will utilize of its allocation to cover various expenses, necessary for the continued, successful administration of these federal resources.

It is anticipated that operating costs will include the following:

Key personnel training  
IT – related PCCD application and network support  
Applicable portion of interagency billings such as comptroller operations timesheet/transactions, IT (servers/software)  
Software licenses  
Vehicle rental (this might already be in travel)  
Printing/postage

PCCD is not designated as a "High Risk" agency by any other federal grant making agency.

G. Subawards (Subgrants)						
Description	Purpose	Consultant? Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.	Total Cost	Non-Federal Contribution	Federal Request	
Provide a description of the activities to be carried out by subrecipients.	Describe the purpose of the subaward (subgrant)					
Add Item	Delete Selected					
Variable Pass Through			\$2,841,392		\$2,841,392	
Less Than \$10,000 Allocations			\$1,114,146		\$1,114,146	
State Share JAG			\$1,656,364		\$1,656,364	
					\$0	
					\$0	
					\$0	
					\$0	
<b>Total(s)</b>			<b>\$5,611,902</b>	<b>\$0</b>	<b>\$5,611,902</b>	

Narrative	Add Additional Narrative Text Area
	<p>The JAG program provides seed money to assist non-profit agencies and state and local government entities in implementing a wide range of drug enforcement, correctional treatment/supervision, victim services, juvenile justice and criminal justice system improvement projects throughout the Commonwealth. The JAG awards made to states are based on a formula that includes the following:</p> <ul style="list-style-type: none"> <li>•Violent Crime and Population (equally weighted);</li> <li>•Dividing the state's final award between the state and local government at a rate of 60 and 40 percent, respectively;</li> <li>•Determining the total amount of funds remaining following the distribution of awards over \$10,000 to local jurisdictions; and</li> <li>•Reallocation of various penalties, such as Sex Offender Registration and Notification Act (SORNA) Compliance.</li> </ul> <p>PCCD utilizes an advisory committee structure to identify problems and needs within the criminal justice system. PCCD's advisory committees are comprised of knowledgeable individuals who represent a broad range of state, local, and private sector expertise and who meet regularly to address problems and recommend solutions to improve the criminal and juvenile justice systems as well as victim services systems. PCCD engages in a deliberate planning process, which includes the incorporation of advisory committee input, to determine how to best utilize JAG funds and, to the extent practicable, build upon the successes of the programs previously supported.</p>

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**Financial Management Questionnaire**





### Background

Recipients' financial management systems and internal controls must meet certain requirements, including those set out in the "Part 200 Uniform Requirements" (2.C.F.R. Part 2800).

Including at a minimum, the financial management system of each OJP award recipient must provide for the following:

- (1) Identification, in its accounts, of all Federal awards received and expended and the Federal programs under which they were received. Federal program and Federal award identification must include, as applicable, the CFDA title and number, Federal award identification number and year, and the name of the Federal agency.
- (2) Accurate, current, and complete disclosure of the financial results of each Federal award or program.
- (3) Records that identify adequately the source and application of funds for Federally-funded activities. These records must contain information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, expenditures, income, and interest, and be supported by source documentation.
- (4) Effective control over, and accountability for, all funds, property, and other assets. The recipient must adequately safeguard all assets and assure that they are used solely for authorized purposes.
- (5) Comparison of expenditures with budget amounts for each Federal award.
- (6) Written procedures to document the receipt and disbursement of Federal funds including procedures to minimize the time elapsing between the transfer of funds from the United States Treasury and the disbursement by the OJP recipient.
- (7) Written procedures for determining the allowability of costs in accordance with both the terms and conditions of the Federal award and the cost principles to apply to the Federal award.
- (8) Other important requirements related to retention requirements for records, use of open and machine readable formats in records, and certain Federal rights of access to award-related records and recipient personnel.

#### 1. Name of Organization and Address:

Organization Name: **Pennsylvania Commission on Crime and Delinquency**  
Street1: **3101 North Front Street**  
Street2:   
City: **Harrisburg**  
State: **PA**  
Zip Code: **17110**

#### 2. Authorized Representative's Name and Title:

Prefix: **Mr.** First Name: **Derin** Middle Name:   
Last Name: **Myers** Suffix:   
Title: **Director, Office of Financial Management & Administration**

3. Phone: **717-265-8466** 4. Fax:

5. Email: **dermvers@pa.gov**

6. Year Established: **1978** 7. Employer Identification Number (EIN): **01-0661737** 8. Unique Entity Identifier (UEI) Number: **FRBWK1133NG5**

9. a) Is the applicant entity a nonprofit organization (including a nonprofit institution of higher education) as described in 26 U.S.C. 501(c)(3) and exempt from taxation under 26 U.S.C. 501(a)? ☐ Yes ☒ No

If "No" skip to Question 10.

If "Yes", complete Questions 9. b) and 9. c).



### AUDIT INFORMATION

9. b) Does the applicant nonprofit organization maintain offshore accounts for the purpose of avoiding paying the tax described in 26 U.S.C. 511(a)?

☐ Yes ☐ No

9. c) With respect to the most recent year in which the applicant nonprofit organization was required to file a tax return, does the applicant nonprofit organization believe (or assert) that it satisfies the requirements of 26 C.F.R. 53.4958-6 (which relate to the reasonableness of compensation of certain individuals)?

☐ Yes ☐ No

If "Yes", refer to "Additional Attachments" under "What An Application Should Include" in the OJP solicitation (or application guidance) under which the applicant is submitting its application. If the solicitation/guidance describes the "Disclosure of Process related to Executive Compensation," the applicant nonprofit organization must provide -- as an attachment to its application -- a disclosure that satisfies the minimum requirements as described by OJP.

For purposes of this questionnaire, an "audit" is conducted by an independent, external auditor using generally accepted auditing standards (GAAS) or Generally Governmental Auditing Standards (GAGAS), and results in an audit report with an opinion.

10. Has the applicant entity undergone any of the following types of audit(s) (Please check all that apply):

☒ "Single Audit" under OMB A-133 or Subpart F of 2 C.F.R. Part 200

☐ Financial Statement Audit

☐ Defense Contract Agency Audit (DCAA)

☒ Other Audit & Agency (list type of audit):

DOJ OIG-VOCA Assistance & Compensation Performance Audits; PA Auditor General

☐ None (if none, skip to question 13)

11. Most Recent Audit Report Issued: ☒ Within the last 12 months ☐ Within the last 2 years ☐ Over 2 years ago ☐ N/A

Name of Audit Agency/Firm: PA Auditor General and CliftonLarsonAllen

### AUDITOR'S OPINION

12. On the most recent audit, what was the auditor's opinion?

☒ Unqualified Opinion ☐ Qualified Opinion ☐ Disclaimer, Going Concern or Adverse Opinions ☐ N/A: No audits as described above

Enter the number of findings (if none, enter "0"): 23

Enter the dollar amount of questioned costs (if none, enter "\$0"): \$8,763

Were material weaknesses noted in the report or opinion? ☒ Yes ☐ No

13. Which of the following best describes the applicant entity's accounting system:

☐ Manual ☒ Automated ☐ Combination of manual and automated



<p>26. Is the applicant entity aware of the differences between subawards under federal awards and procurement contracts under federal awards, including the different roles and responsibilities associated with each?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure  <input type="checkbox"/> N/A - Applicant does not make subawards under any OJP awards</p>
<p>27. Does the applicant entity have written policies and procedures designed to prevent the applicant entity from making a subaward under a federal award to any entity or individual is suspended or debarred from such subawards?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure  <input type="checkbox"/> N/A - Applicant does not make subawards under any OJP awards</p>
<p align="center"><b>DESIGNATION AS 'HIGH-RISK' BY OTHER FEDERAL AGENCIES</b></p>	
<p>28. Is the applicant entity designated "high risk" by a federal grant-making agency outside of DOJ? (High risk includes any status under which a federal awarding agency provides additional oversight due to the applicant's past performance, or other programmatic or financial concerns with the applicant.)</p> <p>If "Yes", provide the following:</p> <p>(a) Name(s) of the federal awarding agency:  <div style="background-color: #d3d3d3; height: 15px; width: 100%;"></div></p> <p>(b) Date(s) the agency notified the applicant entity of the "high risk" designation:  <div style="background-color: #d3d3d3; height: 15px; width: 100%;"></div></p> <p>(c) Contact information for the "high risk" point of contact at the federal agency:  Name: <div style="background-color: #d3d3d3; height: 15px; width: 100%;"></div>  Phone: <div style="background-color: #d3d3d3; height: 15px; width: 100%;"></div>  Email: <div style="background-color: #d3d3d3; height: 15px; width: 100%;"></div></p> <p>(d) Reason for "high risk" status, as set out by the federal agency:  <div style="background-color: #d3d3d3; height: 100px; width: 100%;"></div></p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Not Sure</p>
<p align="center"><b>CERTIFICATION ON BEHALF OF THE APPLICANT ENTITY</b>  (Must be made by the chief executive, executive director, chief financial officer, designated authorized representative ("AOR"), or other official with the requisite knowledge and authority)</p>	
<p>On behalf of the applicant entity, I certify to the U.S. Department of Justice that the information provided above is complete and correct to the best of my knowledge. I have the requisite authority and information to make this certification on behalf of the applicant entity.</p>	
<p>Name: <div style="border: 1px solid red; padding: 2px;">Derin Myers</div> Date: <div style="border: 1px solid red; padding: 2px;">3/28/2024</div></p>	
<p>Title: <input type="checkbox"/> Executive Director <input type="checkbox"/> Chief Financial Officer <input type="checkbox"/> Chairman  <input checked="" type="checkbox"/> Other: <div style="border: 1px solid #ccc; padding: 2px;">Director, OFMA</div></p>	
<p>Phone: <div style="border: 1px solid red; padding: 2px;">717-265-8466</div></p>	

14. Does the applicant entity's accounting system have the capability to identify the receipt and expenditure of award funds separately for each Federal award?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
15. Does the applicant entity's accounting system have the capability to record expenditures for each Federal award by the budget cost categories shown in the approved budget?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
16. Does the applicant entity's accounting system have the capability to record cost sharing ("match") separately for each Federal award, and maintain documentation to support recorded match or cost share?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
17. Does the applicant entity's accounting system have the capability to accurately track employees actual time spent performing work for each federal award, and to accurately allocate charges for employee salaries and wages for each federal award, and maintain records to support the actual time spent and specific allocation of charges associated with each applicant employee?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
18. Does the applicant entity's accounting system include budgetary controls to preclude the applicant entity from incurring obligations or costs that exceed the amount of funds available under a federal award (the total amount of the award, as well as the amount available in each budget cost category)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
19. Is applicant entity familiar with the "cost principles" that apply to recent and future federal awards, including the general and specific principles set out in 2 C.F.R. Part 200?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
<b>PROPERTY STANDARDS AND PROCUREMENT STANDARDS</b>	
20. Does the applicant entity's property management system(s) maintain the following information on property purchased with federal award funds (1) a description of the property; (2) an identification number; (3) the source of funding for the property, including the award number; (4) who holds title; (5) acquisition date; (6) acquisition cost; (7) federal share of the acquisition cost; (8) location and condition of the property; (9) ultimate disposition information?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
21. Does the applicant entity maintain written policies and procedures for procurement transactions that – (1) are designed to avoid unnecessary or duplicative purchases; (2) provide for analysis of lease versus purchase alternatives; (3) set out a process for soliciting goods and services, and (4) include standards of conduct that address conflicts of interest?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
22. a) Are the applicant entity's procurement policies and procedures designed to ensure that procurements are conducted in a manner that provides full and open competition to the extent practicable, and to avoid practices that restrict competition?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
22. b) Do the applicant entity's procurement policies and procedures require documentation of the history of a procurement, including the rationale for the method of procurement, selection of contract type, selection or rejection of contractors, and basis for the contract price?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
23. Does the applicant entity have written policies and procedures designed to prevent the applicant entity from entering into a procurement contract under a federal award with any entity or individual that is suspended or debarred from such contracts, including provisions for checking the "Excluded Parties List" system ( <a href="http://www.sam.gov">www.sam.gov</a> ) for suspended or debarred sub-grantees and contractors, prior to award?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure



TRAVEL POLICY	
24. Does the applicant entity:	
(a) maintain a standard travel policy?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(b) adhere to the Federal Travel Regulation (FTR)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
SUBRECIPIENT MANAGEMENT AND MONITORING	
25. Does the applicant entity have written policies, procedures, and/or guidance designed to ensure that any subawards made by the applicant entity under a federal award – (1) clearly document applicable federal requirements, (2) are appropriately monitored by the applicant, and (3) comply with the requirements in 2 CFR Part 200 (see 2 CFR 200.331)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure  <input type="checkbox"/> N/A - Applicant does not make subawards under any OJP awards

## FY24 Byrne Justice Assistance Grant (JAG) Application

### **Assurances and Certifications**

**U.S. DEPARTMENT OF JUSTICE**

**CERTIFIED STANDARD ASSURANCES**

On behalf of the Applicant, and in support of this application for a grant or cooperative agreement, I certify under penalty of perjury to the U.S. Department of Justice ("Department"), that all of the following are true and correct:

(1) I have the authority to make the following representations on behalf of myself and the Applicant. I understand that these representations will be relied upon as material in any Department decision to make an award to the Applicant based on its application.

(2) I certify that the Applicant has the legal authority to apply for the federal assistance sought by the application, and that it has the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project costs) to plan, manage, and complete the project described in the application properly.

(3) I assure that, throughout the period of performance for the award (if any) made by the Department based on the application--

- a. the Applicant will comply with all award requirements and all federal statutes and regulations applicable to the award;
- b. the Applicant will require all subrecipients to comply with all applicable award requirements and all applicable federal statutes and regulations; and
- c. the Applicant will maintain safeguards to address and prevent any organizational conflict of interest, and also to prohibit employees from using their positions in any manner that poses, or appears to pose, a personal or financial conflict of interest.

(4) The Applicant understands that the federal statutes and regulations applicable to the award (if any) made by the Department based on the application specifically include statutes and regulations pertaining to civil rights and nondiscrimination, and, in addition--

- a. the Applicant understands that the applicable statutes pertaining to civil rights will include section 601 of the Civil Rights Act of 1964 (42 U.S.C. § 2000d); section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); section 901 of the Education Amendments of 1972 (20 U.S.C. § 1681); and section 303 of the Age Discrimination Act of 1975 (42 U.S.C. § 6102);
- b. the Applicant understands that the applicable statutes pertaining to nondiscrimination may include section 809(c) of Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10228(c)); section 1407(e) of the Victims of Crime Act of 1984 (34 U.S.C. § 20110(e)); section 299A(b) of the Juvenile Justice and Delinquency Prevention Act of 2002 (34 U.S.C. § 11182(b)); and that the grant condition set out at section 40002(b)(13) of the Violence Against Women Act (34 U.S.C. § 12291(b)(13)), which will apply to all awards made by the Office on Violence Against Women, also may apply to an award made otherwise;

- c. the Applicant understands that it must require any subrecipient to comply with all such applicable statutes (and associated regulations); and
- d. on behalf of the Applicant, I make the specific assurances set out in 28 C.F.R. §§ 42.105 and 42.204.

(5) The Applicant also understands that (in addition to any applicable program-specific regulations and to applicable federal regulations that pertain to civil rights and nondiscrimination) the federal regulations applicable to the award (if any) made by the Department based on the application may include, but are not limited to, 2 C.F.R. Part 2800 (the DOJ "Part 200 Uniform Requirements") and 28 C.F.R. Parts 22 (confidentiality - research and statistical information), 23 (criminal intelligence systems), 38 (regarding faith-based or religious organizations participating in federal financial assistance programs), and 46 (human subjects protection).

(6) I assure that the Applicant will assist the Department as necessary (and will require subrecipients and contractors to assist as necessary) with the Department's compliance with section 106 of the National Historic Preservation Act of 1966 (54 U.S.C. § 306108), the Archeological and Historical Preservation Act of 1974 (54 U.S.C. §§ 312501-312508), and the National Environmental Policy Act of 1969 (42 U.S.C. §§ 4321-4335), and 28 C.F.R. Parts 61 (NEPA) and 63 (floodplains and wetlands).

(7) I assure that the Applicant will give the Department and the Government Accountability Office, through any authorized representative, access to, and opportunity to examine, all paper or electronic records related to the award (if any) made by the Department based on the application.

(8) If this application is for an award from the National Institute of Justice or the Bureau of Justice Statistics pursuant to which award funds may be made available (whether by the award directly or by any subaward at any tier) to an institution of higher education (as defined at 34 U.S.C. § 10251(a)(17)), I assure that, if any award funds actually are made available to such an institution, the Applicant will require that, throughout the period of performance--

- a. each such institution comply with any requirements that are imposed on it by the First Amendment to the Constitution of the United States; and
- b. subject to par. a, each such institution comply with its own representations, if any, concerning academic freedom, freedom of inquiry and debate, research independence, and research integrity, at the institution, that are included in promotional materials, in official statements, in formal policies, in applications for grants (including this award application), for accreditation, or for licensing, or in submissions relating to such grants, accreditation, or licensing, or that otherwise are made or disseminated to students, to faculty, or to the general public.

(9) I assure that, if the Applicant is a governmental entity, with respect to the award (if any) made by the Department based on the application--

- a. it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
- b. it will comply with requirements of 5 U.S.C. §§ 1501-1508 and 7324-7328, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

(10) If the Applicant applies for and receives an award from the Office of Community Oriented Policing Services (COPS Office), I assure that as required by 34 U.S.C. § 10382(c)(11), it will, to the extent practicable and consistent with applicable law--including, but not limited to, the Indian Self- Determination and Education Assistance Act--seek, recruit, and hire qualified members of racial and ethnic minority groups and qualified women in order to further effective law enforcement by increasing their ranks within the sworn positions, as provided under 34 U.S.C. § 10382(c)(11).

(11) If the Applicant applies for and receives a DOJ award under the STOP School Violence Act program, I assure as required by 34 U.S.C. § 10552(a)(3), that it will maintain and report such data, records, and information (programmatic and financial) as DOJ may reasonably require.

I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department's awards, including certifications provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.

☒ I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department's awards, including certifications provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.

## **U.S. DEPARTMENT OF JUSTICE**

### **CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; DRUG-FREE WORKPLACE REQUIREMENTS; LAW ENFORCEMENT AND COMMUNITY POLICING**

Applicants should refer to the regulations and other requirements cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations or other cited requirements before completing this form. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the U.S. Department of Justice (“Department”) determines to award the covered transaction, grant, or cooperative agreement.

#### **1. LOBBYING**

As required by 31 U.S.C. § 1352, as implemented by 28 C.F.R. Part 69, the Applicant certifies and assures (to the extent applicable) the following:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
- (b) If the Applicant’s request for Federal funds is in excess of \$100,000, and any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal grant or cooperative agreement, the Applicant shall complete and submit Standard Form - LLL, “Disclosure of Lobbying Activities” in accordance with its (and any DOJ awarding agency’s) instructions; and
- (c) The Applicant shall require that the language of this certification be included in the award documents for all subgrants and procurement contracts (and their subcontracts) funded with Federal award funds and shall ensure that any certifications or lobbying disclosures required of recipients of such subgrants and procurement contracts (or their subcontractors) are made and filed in accordance with 31 U.S.C. § 1352.

#### **2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS**

A. Pursuant to Department regulations on nonprocurement debarment and suspension implemented at 2 C.F.R. Part 2867, and to other related requirements, the Applicant certifies, with respect to prospective participants in a primary tier “covered transaction,” as defined at 2 C.F.R. § 2867.20(a), that neither it nor any of its principals--

- (a) is presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) has within a three-year period preceding this application been convicted of a felony criminal violation under any Federal law, or been convicted or had a civil judgment rendered



against it for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, tribal, or local) transaction or private agreement or transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion or receiving stolen property, making false claims, or obstruction of justice, or commission of any offense indicating a lack of business integrity or business honesty that seriously and directly affects its (or its principals') present responsibility;

(c) is presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, tribal, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and/or

(d) has within a three-year period preceding this application had one or more public transactions (Federal, State, tribal, or local) terminated for cause or default.

B. Where the Applicant is unable to certify to any of the statements in this certification, it shall attach an explanation to this application. Where the Applicant or any of its principals was convicted, within a three-year period preceding this application, of a felony criminal violation under any Federal law, the Applicant also must disclose such felony criminal conviction in writing to the Department (for OJP Applicants, to OJP at [Ojpcompliancereporting@usdoj.gov](mailto:Ojpcompliancereporting@usdoj.gov); for OVW Applicants, to OVW at [OVW.GFMD@usdoj.gov](mailto:OVW.GFMD@usdoj.gov); or for COPS Applicants, to COPS at [AskCOPSRC@usdoj.gov](mailto:AskCOPSRC@usdoj.gov)), unless such disclosure has already been made.

### 3. FEDERAL TAXES

A. If the Applicant is a corporation, it certifies either that (1) the corporation has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, or (2) the corporation has provided written notice of such an unpaid tax liability (or liabilities) to the Department (for OJP Applicants, to OJP at [Ojpcompliancereporting@usdoj.gov](mailto:Ojpcompliancereporting@usdoj.gov); for OVW Applicants, to OVW at [OVW.GFMD@usdoj.gov](mailto:OVW.GFMD@usdoj.gov); or for COPS Applicants, to COPS at [AskCOPSRC@usdoj.gov](mailto:AskCOPSRC@usdoj.gov)).

B. Where the Applicant is unable to certify to any of the statements in this certification, it shall attach an explanation to this application.

### 4. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, as implemented at 28 C.F.R. Part 83, Subpart F, for grantees, as defined at 28 C.F.R. §§ 83.620 and 83.650:

A. The Applicant certifies and assures that it will, or will continue to, provide a drug-free workplace by--

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in its workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about--

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the award be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the award, the employee will--
  - (1) Abide by the terms of the statement; and
  - (2) Notify the employer in writing of the employee's conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- (e) Notifying the Department, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title of any such convicted employee to the Department, as follows:  
For COPS award recipients - COPS Office, 145 N Street, NE, Washington, DC, 20530;  
For OJP and OVW award recipients - U.S. Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 7th Street, N.W., Washington, D.C. 20531.  
Notice shall include the identification number(s) of each affected award;
- (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:
  - (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency; and
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

## 5. COORDINATION REQUIRED UNDER PUBLIC SAFETY AND COMMUNITY POLICING PROGRAMS

As required by the Public Safety Partnership and Community Policing Act of 1994, at 34 U.S.C. § 10382(c)(5), if this application is for a COPS award, the Applicant certifies that there has been appropriate coordination with all agencies that may be affected by its award. Affected agencies may include, among others, Offices of the United States Attorneys; State, local, or tribal prosecutors; or correctional agencies.

I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department's awards, including certifications provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.

☒ I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department's awards, including certifications provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.

### **Declaration and Certification to the U.S. Department of Justice as to this Application Submission**

By [taking this action], I --

1. Declare the following to the U.S. Department of Justice (DOJ), under penalty of perjury: (1) I have authority to make this declaration and certification on behalf of the applicant; (2) I have conducted or there was conducted (including by the applicant's legal counsel as appropriate, and made available to me) a diligent review of all requirements pertinent to and all matters encompassed by this declaration and certification.
2. Certify to DOJ, under penalty of perjury, on behalf of myself and the applicant, to the best of my knowledge and belief, that the following are true as of the date of this application submission: (1) I have reviewed this application and all supporting materials submitted in connection therewith (including anything submitted in support of this application by any person on behalf of the applicant before or at the time of the application submission and any materials that accompany this declaration and certification); (2) The information in this application and in all supporting materials is accurate, true, and complete information as of the date of this request; and (3) I have the authority to submit this application on behalf of the applicant.
3. Declare the following to DOJ, under penalty of perjury, on behalf of myself and the applicant: (1) I understand that, in taking (or not taking) any action pursuant to this declaration and certification, DOJ will rely upon this declaration and certification as a material representation; and (2) I understand that any materially false, fictitious, or fraudulent information or statement in this declaration and certification (or concealment or omission of a material fact as to either) may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the applicant to civil penalties and administrative remedies under the federal False Claims Act (including under 31 U.S.C. §§ 3729-3730 and/or §§ 3801-3812) or otherwise.

☒ I agree with the above statements.

## **2021-2025 Strategic Framework**

# **Pennsylvania Commission on Crime & Delinquency**

## **STRATEGIC FRAMEWORK**

### **2021-2025**

#### **Mission**

To enhance the quality, coordination, and planning within the criminal and juvenile justice systems, to facilitate the delivery of services to victims of crime, and to increase the safety of our communities.

#### **Vision**

To be a state and national leader supporting programs and practices that promote justice for all citizens and communities of Pennsylvania.

#### **Core Values**

**Service** – We shape our priorities around service, with a commitment to providing resources and supports that are responsive to the needs of individuals, organizations, and communities.

**Integrity** – We maintain integrity in pursuit of our goals by ensuring fairness, equity, transparency, and excellence in all aspects of our work and adhering to the highest standards of ethical behavior.

**Collaboration** – We empower communities through collaboration and expand our understanding by listening to individuals with lived experience and expertise.

**Innovation** – We help launch evidence-informed, innovative programs at the state and local levels aligned with our mission, priorities, and values.

**Preparedness** – We support training and education to ensure the preparedness of our practitioners.

#### **Implementation of the 2021-2025 Strategic Framework**

To implement and periodically enhance its five-year strategic plan, PCCD will:

- Utilize a performance measurement system to track and ensure compliance with the goals and objectives articulated in this Strategic Framework.
- Identify, develop, and implement enhancements to key systems, such as the Egrants System, to support the Strategic Framework and improve user experience.
- Create spaces and opportunities for stakeholders to share their ideas and critical feedback regarding PCCD's progress in meeting its goals.



# Commission Overview

Established by law in 1978, the Pennsylvania Commission on Crime and Delinquency (PCCD) serves as the justice planning and policymaking agency for the Commonwealth. PCCD's mission is to enhance the quality, coordination, and planning within the criminal and juvenile justice systems, to facilitate the delivery of services to victims of crime, and to increase the safety of our communities. By bringing together a wide range of experts in these fields, PCCD coordinates the collective examination of problems, proposes solutions, and evaluates the impact of those solutions.

PCCD facilitates partnerships among federal, state, and local policymakers; fosters interagency coordination and cooperation; develops and coordinates policy issues; provides statewide criminal statistical and analytical services; fosters community-based initiatives in the areas of delinquency prevention and offender reintegration; promotes the use of information technology and information sharing to enhance operational effectiveness in criminal justice agencies; and grants federal and state funds to provide monies to support best practices and innovation.

The agency is specifically tasked with providing services to the victims of crime (e.g., administration of the state's Crime Victims' Compensation Fund; Children's Advocacy Centers; etc.); implementing Act 115 of 2019 specifically related to sentences of probation with restrictive conditions of supervision; administering support for County Adult Probation Services pursuant to Act 114 of 2019; coordinating training for sheriffs, deputy sheriffs and constables per their respective statutes; and administering the school safety and security program.

## Advisory Committees and Boards

To better inform the Commission in its work, PCCD is comprised of six Advisory Committees, the School Safety and Security Committee, and two Training Boards:

### *Children's Advocacy Center Advisory Committee (CACAC)*

CACAC was established by Act 28 of 2014 to advise the Commission on the development and promotion of programs and projects related to Children's Advocacy Centers (CAC's) and Multidisciplinary Investigative Teams (MDITs). CACAC was also directed by the Act to advise the Commission in the distribution of grants to support both existing and developing CACs and MDITs throughout the Commonwealth.

### *County Adult Probation and Parole Advisory Committee (CAPPAC)*

Established by Act 114 of 2019, the CAPPAC advises the Commission on all matters pertaining to the administration of the county adult probation and parole system and assists in the implementation of Act 115 of 2019, specifically related to sentences of probation with restrictive conditions of supervision. By statute, CAPPAC is responsible for directing technical assistance; reviewing grant applications for county

intermediate punishment treatment programs and discretionary grants; developing a funding plan for county adult probation and parole departments; analyzing data to identify trends and determine effectiveness of programs and practices; as well as making recommendations and adopting standards for probation and parole personnel, including standards for services, caseload standards, risk assessment, responses to violations, collection of restitution, and other evidence-based programs and practices.

***Criminal Justice Advisory Committee (CJAC)***

CJAC is a collaborative forum for state, county, and other criminal justice partners throughout the Commonwealth to share and discuss their collective issues and solutions. CJAC focuses on the development of long-range strategies and plans and sets priorities for justice projects supported by PCCD's various funding streams.

***Juvenile Justice and Delinquency Prevention Committee (JJDP)***

JJDP was established by Act 30 of 2001, and is the official juvenile justice planning, coordinating, and policy-setting body for the Commonwealth of Pennsylvania. The committee develops a comprehensive, long-range plan and related policies for the Commonwealth's juvenile justice system. Additionally, the group sets priorities for juvenile justice projects supported by PCCD's various funding streams. JJDP also ensures compliance with the federal Juvenile Justice and Delinquency Prevention Act.

***Mental Health and Justice Advisory Committee (MHJAC)***

MHJAC provides guidance and structure to ensure statewide coordination and effectiveness of Pennsylvania's criminal justice and mental health systems, enabling PCCD to continue supporting statewide strategies that direct technical assistance to evidence-based practices; guide the operation and sustainability of jail diversion and reentry programs; and provide a clearinghouse for resources related to criminal justice, mental health, and substance use disorder.

***School Safety and Security Committee (SSSC)***

Established by Act 44 of 2018, the SSSC is tasked with developing criteria school entities can use in performing school safety and security assessments, issuing a survey to school entities to measure school safety and security preparedness, and administering grants to improve school safety.

***Victims' Services Advisory Committee (VSAC)***

Established by Act 111 of 1998, VSAC serves in an advisory capacity to PCCD and to assure that the voices, needs and perspectives of all crime victims/survivors will be considered in the development of services, services standards, policies, funding priorities, legislation, and victim compensation assistance.

***Constables' Education and Training Board (CETB)***

Established by Act 102 of 1992, the CETB advises PCCD in the development, implementation, and operation of legislatively mandated basic training, continuing education, and firearms qualification that serve as the basis for certification of constables and deputy constables within the Commonwealth.



#### ***Sheriff and Deputy Sheriff Education and Training Board (SDSETB)***

Established by Act 2 of 1984, the SDSETB advises PCCD in the development, implementation, and operation of legislatively mandated basic training and continuing education that serve as the basis for certification of sheriffs and deputy sheriffs within the Commonwealth's 67 counties.

### **Internal Offices**

In addition to the Advisory Committees and Boards, PCCD is staffed by four Offices and underlying units that facilitate Advisory Committee work and implement the actions taken by the Commission. The Offices are as follows:

#### ***Office of Justice Programs (OJP)***

The Office of Justice Programs was established in 2020 to oversee four areas of PCCD's work:

- **Criminal Justice System Improvements:** The unit of Criminal Justice System Improvements advances the criminal justice system by coordinating with all levels of criminal justice agencies in identifying their issues, developing policies and programs, and implementing innovative justice improvement solutions that enhance public safety.
- **Juvenile Justice:** OJP's unit of Juvenile Justice develops policy recommendations and administers federal and state funds to support programs designed to improve the Commonwealth's juvenile justice system.
- **Violence Prevention:** OJP's unit of Violence Prevention works collaboratively with private and public sector partners to prevent children and youth violence, delinquency, substance misuse, school dropout, and related problem behaviors. In addition, the Violence Prevention unit oversees PCCD's Office of Gun Violence Prevention, established by Executive Order 2019-06 and responsible for implementing key recommendations from the Governor's Special Council on Gun Violence.
- **Bureau of Training Services:** OJP's Bureau of Training Services oversees training and continuing education programs for constables and deputy constables as well as sheriffs and deputy sheriffs for the Commonwealth of Pennsylvania. Staff also support activities related to PCCD's relevant Training Boards.

#### ***Office of Victims' Services (OVS)***

The Office of Victims' Services works to help crime victims transcend their trauma by funding victim service agencies that work directly with victims, offering financial help to victims through the Victims Compensation Assistance Program, and collaborating with criminal justice and allied professionals that advocate and respond to the needs of victims.

#### ***Office of Research, Evaluation and Strategic Policy Development (ORESPD)***

The Office of Research, Evaluation and Strategic Policy Development provides research support and data analysis to the other Offices and analyzes policies and legislation that impact the juvenile and criminal justice system and victims. This Office also supports



the implementation of safety-related initiatives, such as the Nonprofit Security Grant Fund; supports the CACAC's efforts; and assists in the administration of school safety grants and related initiatives under the SSSC. The Office also provides oversight of the Office of the Safe Schools Advocate (OSSA), which provides support and advocacy for students and staff who are victims of school-based violence and/or crimes committed within the School District of Philadelphia.

***Office of Financial Management and Administration (OFMA)***

The Office of Financial Management and Administration administers and monitors the distribution of grant funding, performs budgeting and procurement services, and oversees administrative support services. OFMA is responsible for ensuring accountability of financial resources and works with the aforementioned program offices to ensure funds are utilized consistent with statute, interagency agreement, Memorandum of Understanding and/or federal regulation.

## Identifying Needs & Strategic Priorities

In 2020, PCCD initiated the development of the 2021-2025 Strategic Framework. To aid in these efforts, PCCD established an internal Strategic Planning Team comprised of senior leadership and office directors, deputy directors, and other key staff to help implement these activities. As with prior strategic planning efforts, PCCD utilized a Committee comprised of the Advisory Committee Chairs to ensure alignment with respective Committee priorities and responsibilities.

Recognizing the importance of stakeholders in its work, PCCD staff also conducted multiple surveys to gauge perceptions of the agency's programs and processes among applicants, grantees, members (Commission, Advisory Committees, Subcommittees, etc.), and staff members. Key findings and themes were presented to PCCD leadership as well as Commission members to inform the agency's continuous improvement efforts.

Staff also used available data on crime trends, agency performance measures, and other indicators to inform its strategic planning efforts. More information about PCCD's data and research efforts, including a copy of its most recent [\*Crime Trends Report\*](#), is available on PCCD's website.

The Strategic Plan was presented for review and consideration at the Commission's meeting on December 9, 2020, at which time it was adopted by unanimous vote.

# 2021-2025 STRATEGIC FRAMEWORK

## **Goal 1: We support programs and practices that promote justice for all citizens and communities in Pennsylvania.**

- 1.1. Ensure that members of PCCD's staff, the Commission, Advisory Committees, Subcommittees, and other groups supporting the agency's work reflect the diversity of our Commonwealth.
- 1.2. Increase opportunities for community members, practitioners, and impacted individuals to inform decision-making processes at the state, local, and program levels.
- 1.3. Work to identify and eliminate racial and ethnic disparities that impact fair and equitable treatment within the systems PCCD engages.

## **Goal 2: We invest in ideas and strategies that improve systems and help make Pennsylvanians and communities safer.**

- 2.1. Provide support for effective, community-led efforts to prevent gun violence.
- 2.2. Increase the efficacy of state and local efforts to prevent crime and increase safety through interagency planning and collaboration.
- 2.3. Increase utilization of evidence-based and evidence-informed programs and practices to improve outcomes for individuals and communities.
- 2.4. Support healing-informed approaches to address the impacts of trauma and the needs of diverse populations.
- 2.5. Improve coordination of and access to services for people with mental health, behavioral health, intellectual disabilities, and/or substance use disorders who come into contact with the systems engaged by PCCD.
- 2.6. Increase availability of high-quality reentry programs and practices across the Commonwealth.
- 2.7. Increase the number of Pennsylvania school entities meeting established baseline safety standards.

## **Goal 3: We work with partners to reduce the impact of crime on victims and survivors.**

- 3.1. Enhance the quality and availability of services for all victims of crime, including those most vulnerable and underserved.
- 3.2. Address the economic needs of victims of crime through the Victims Compensation Assistance Program (VCAP).
- 3.3. Enhance the availability of children's advocacy centers (CACs) and multidisciplinary investigative teams (MDITs) throughout the Commonwealth to support victims/survivors of child sexual abuse and child abuse.
- 3.4. Engage schools, communities, and families in violence prevention and increase support services provided to school victims/survivors.

**Goal 4: We support training and skill-building to ensure the preparedness of our practitioners.**

- 4.1. Increase the overall knowledge and skills among victim service providers, justice practitioners, and other related professions through increased access to high-quality training and professional development.
- 4.2. Provide law enforcement with the appropriate tools, training, and technology to assist them in building trust and improving the safety of communities they serve.
- 4.3. Assist school personnel and other professionals working to foster safer school environments through comprehensive training and professional development opportunities.

**Goal 5: We develop and share relevant expertise, data, and resources to inform state and local efforts.**

- 5.1. Increase the quality, accuracy, and availability of data to inform state and local decision-making.
- 5.2. Expand PCCD's research, evaluation, and data analysis.
- 5.3. Increase stakeholder knowledge and use of PCCD's data analysis, technical assistance, and resource offerings to support capacity-building in the field.

**Goal 6: We will ensure impact, fairness, transparency, quality, and equity in how PCCD conducts business and allocates resources.**

- 6.1. Improve the efficiency and effectiveness of PCCD's grantmaking processes.
- 6.2. Increase the utilization of stakeholder perceptions and suggestions related to programs, processes, and operations to inform continuous improvement efforts.