

**STATE OF NEW JERSEY
DEPARTMENT OF LAW AND PUBLIC SAFETY
DIVISION OF ALCOHOLIC BEVERAGE CONTROL
COPS IN SHOPS – SUMMER SHORE INITIATIVE 2017**

This Initiative is supported by Federal Fiscal Year (FFY) 2017 National Priority Safety Programs (CFDA NO. 20.616) funding from the Department of Transportation, National Highway Traffic Safety Administration.

APPLICATION INSTRUCTIONS

Thank you for your interest in the Cops In Shops Summer Shore Initiative 2017. Please read these instructions carefully as the application process has recently changed.

PLEASE NOTE: The applicant/subrecipient for grant funds is the municipality, rather than the police department. Therefore, items 2 through 7 must be signed by an authorized official of the municipality or head of the applicant local unit of government (e.g. Mayor, Administrator, Chief Executive, Village President, Freeholder). Be advised that police officers, including Chiefs of Police, are likely not authorized officials for purposes of this application.

COMPLETE APPLICATIONS MUST CONTAIN THE FOLLOWING:

1. Qualifying Letter

A letter requesting funding to run the program:

- a. Describing the municipality as a summer shore community, or as a gateway to a shore community;
- b. Detailing that during the summer months, a noticeable influx of individuals under the age of 21 is found in the municipality; and
- c. The names and addresses of plenary retail distribution licensees that will be cooperating with the police department to run the program.

2. Application with Award Conditions (signed by authorized official)

Submit ALL pages, including the signature page.

3. Application Authorization (signed by authorized official)

4. Letters of Intent to participate in the program signed by retail distribution licensees.

See template provided with this application.

5. Debarment and Suspension, Lobbying, and Drug-Free Workplace Certification (signed by authorized official)

6. Federal Single Audit Requirements and Certification (signed by authorized official)

If your organization was subject to the federal single or program-specific audit requirements for any fiscal year starting after January 1, 2015, you must attach proof of submission of your audit reporting package from the FAC website.

7. Department of Law & Public Safety Debarment and Suspension Certification

You must attach proof of eligibility to receive federal funds from www.sam.gov.

8. Municipal Resolution and Certification

Resolutions must reference acceptance of funds to implement the Cops in Shops program and specify the municipality's allotment amount.

COMPLETE application packets must include Items 1 through 7 and be received at the ABC no later than 4:30 P.M. on June 16, 2017.

Municipal resolutions may be provided after the application deadline, prior to any requests for reimbursement.

Facsimile/e-mail copies will not be accepted. No extension of the deadline will be considered. Failure to meet the deadline will result in the application being eliminated from funding consideration.

Complete applications should be sent to:

By Regular Mail:

DAG Marita K. Navarro
Div. of Alcoholic Beverage Control
P.O. Box 087
Trenton, New Jersey 08625

By UPS/FedEx:

DAG Marita K. Navarro
Div. of Alcoholic Beverage Control
140 East Front Street
Trenton, New Jersey 08625

Applicants will be notified of acceptance or denial on or about June 23, 2017.

Should you have any questions regarding this grant or any Cops In Shops related issues, please contact DAG Marita K. Navarro at (609) 984-2831.