

**STATE OF NEW JERSEY
DEPARTMENT OF LAW AND PUBLIC SAFETY
DIVISION OF ALCOHOLIC BEVERAGE CONTROL
COPS IN SHOPS INITIATIVE – FEDERAL FISCAL YEAR 2018**

NEW THIS YEAR!

Municipalities that wish to participate in a Cops in Shops program during Federal Fiscal Year (FFY) 2018 must apply for funding **NO LATER THAN NOVEMBER 17, 2017**. Municipalities that participate in both programs will submit only ONE application for FFY 2018.

PROGRAM DATES

College Fall 2017-18: November 20, 2017 – May 15, 2018

Summer Shore 2018: May 23, 2018 – September 15, 2018

CRITICAL EVENT FUNDING

Municipalities that qualify for only one of the above programs may apply for additional funding to run Cops in Shops details on Critical Events, such as Thanksgiving Eve 2017 and Prom 2018, when the date falls outside the program period. Applicants must demonstrate a law enforcement need based on a noticeable influx of individuals under the age of 21 being found in the municipality on or about the date that the Critical Event detail will be scheduled.

REIMBURSEMENT RATE

The Reimbursement Rate is set by the Division of Highway Traffic Safety at \$55.00 per hour. If a municipality submits a Reimbursement Form with an hourly rate higher than \$55.00, ABC will reimburse only up to \$55.00 per hour.

APPLICATION INSTRUCTIONS

1. QUALIFYING LETTER REQUESTING FUNDING TO RUN THE PROGRAM

College Fall 2017-18: (1) Describing the college or municipality within the municipality's border, or its proximity to a college or university located in a bordering municipality; (2) detailing that when college is in session, a noticeable influx of individuals under the age of 21 is found in the municipality; and (3) the names and addresses of plenary retail distribution licensees that will be cooperating with the police department to run the program.

Summer Shore 2018: (1) Describing the municipality as a summer shore community, or as a gateway to a shore community; (2) detailing that during the summer months, a noticeable influx of individuals under the age of 21 is found in the municipality; and (3) the names and addresses of plenary retail distribution licensees that will be cooperating with the police department to run the program.

If the municipality is applying for funding for both the College Fall and Summer Shore program, the above information can be supplied in a one letter.

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2. REQUEST FOR CRITICAL EVENT FUNDING (OPTIONAL)

Complete the Request for Critical Funding form. Critical Event funding will be allotted in the amount of \$440.00 per critical event (2 officers x 4 hours @ \$55/hour). Applicants for multiple Critical Events must rank each date by preference. Unless otherwise designated, you must propose ONE specific date on or reasonably near the critical event for which you are requesting funding.

3. APPLICATION WITH AWARD CONDITIONS

Must be signed by authorized official. Submit ALL pages, including the signature page.

4. APPLICATION AUTHORIZATION (Must be signed by authorized official)

5. RETAILER LETTERS OF INTENT (See template provided with this application)

6. DEBARMENT AND SUSPENSION, LOBBYING AND DRUG-FREE WORKPLACE CERTIFICATION (Must be signed by authorized official)

7. FEDERAL SINGLE AUDIT REQUIREMENTS AND CERTIFICATION

Must be 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.

8. LPS DEBARMENT AND SUSPENSION CERTIFICATION

Do not submit this document without proof of eligibility to receive federal funds from www.sam.gov. See instructions with this certification.

9. MUNICIPAL RESOLUTION

Resolutions must reference acceptance of funds to implement the Cops in Shops program and *specify the municipality's allotment amount*. Therefore, the municipal resolution should be submitted only AFTER acceptance into the program.

**APPLICATIONS FOR ONE OR BOTH PROGRAMS ARE DUE
NO LATER THAN NOVEMBER 17, 2017.**

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COMPLETE APPLICATIONS WILL CONTAIN ITEMS 1 THROUGH 8.

Send hard copies of applications with original signatures. 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.

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

Questions or concerns should be directed to DAG Navarro at (609) 984-2831 or marita.navarro@njoag.gov. Applicants will be notified of acceptance or denial on or about November 20, 2017.