

## LETTER OF SUPPORT FOR GRANTS

New Jersey's Juvenile Justice Commission (JJC) is the single agency of state government with centralized authority for planning, policy development and provision of services in the juvenile justice system. Its three primary responsibilities are the care, custody, and rehabilitation of juvenile offenders committed to the agency by the courts; the support of local efforts to provide services to at risk and court involved youth; and the supervision of youth on juvenile parole.

The JJC encourages communities, organizations and agencies to take advantage of grant opportunities as they become available. Recognizing that many grant solicitations request or require letters of support from the state's juvenile justice agency, the JJC has established the following guidelines to be followed when requesting a letter of support to submit with a grant application.

- Requests for a letter of support must be submitted 5 (five) business days in advance of the date required by your agency.
- Complete each section of the Request for Letter of Support form. There is optional space for additional comments.
- Submit the request via electronic [mail to: kelly.hourigan@jjc.nj.gov](mailto:kelly.hourigan@jjc.nj.gov).
- The JJC will consider all requests that complement the continuum of services provided in JJC institutions and community programs; to youth returning home from JJC placement; and for delinquency prevention.
- All timely requests will be acknowledged and will receive a response.