

Abstract

The Borough of Pottstown, and the Municipality of Norristown submit the enclosed application for the 2016 Edward Byrne Memorial Justice Assistance Program Local Grant Application. The aforementioned communities wish to utilize their respective funding allocations for the purchase of equipment and the funding of overtime patrols and community relations activities. The project specific identifiers are listed below:

1) Equipment-General

The Pottstown Police Department aims to accomplish the following with the purchase of their equipment:

- a) Acquisition of a new Voice Recorder will allow the Department to continue to record all telephonic communications to and from the police dispatch center as well as all radio communications for the foreseeable future. This equipment will replace our current aging and outdated recorder.

2) Overtime

The Pottstown Police utilization of grant funds for overtime is to enhance their efforts in the cooperative initiative between the Pottstown Police Department, the Pottstown Codes Department, and the Montgomery County District Attorney's Office will result in an improved perspective on the part of residents in the affected areas and stimulate a reduction of criminal behavior in those areas. To measure the effectiveness of these efforts; a resident survey will be conducted along with a comparison of criminal activity in the areas prior to the use of grant funding versus after grant funding.

The Norristown Police Department will use 2016 JAG funds for overtime to deploy special details to conduct Problem Oriented Policing Operations within the Municipality of Norristown. The JAG Funds will be utilized to deploy officers to proactively combat problems occurring throughout the community and to work with citizens to solve or abate situations that often result in neighborhood degradation and crime.

The Norristown Police Department will be conducting hot-spot policing in high drug and crime areas, quality of life enforcement operations, and to attend community policing events to discuss crime and quality of life issues. All details will be above and beyond the normal minimum manning levels utilized to deploy officers in the standard daily operations of the department.

Municipality of Norristown

The Municipality of Norristown is an aging urban community, resting in the heart of an otherwise very prosperous suburban county. While Montgomery County's growth was fueled by the development of the auto-oriented suburbs and commercial areas, the nexus of Norristown's developmental history was the Schuylkill River, positioning Norristown as a hotbed for residential and industrial development. Textile and paper mills took advantage of the river and, later on, the rise of the railways in Norristown. The municipality's status as a regional hub was reinforced in the 18th century when it gained the designation of "county seat," leading to an explosion of vitality in the form of fine Victorian homes, impressive public buildings, a waterfront lined with active industry and a thriving retail along Main and DeKalb Street.

Unfortunately, in the twentieth century, Norristown was increasingly marginalized by new transportation investments that bypassed the municipality. Such setbacks, when combined with the booming commercial industry in surrounding areas, scarred the municipality's economy. Since the 1960's, Norristown has battled with disinvestment, racial transition and housing conversions and abandonment.

With the increase in low-income rental units, fueled in part by programs such as Section 8, and abetted by the concentration of social services located in Norristown, the municipality has come to house much of the poorer population of Montgomery County. According to the 2000 U.S. Census, Norristown houses nearly 18% of the County's 5,470 households with incomes below the poverty line. This is in spite of the fact that the municipality accounts for less than three percent of the County's total households.

In 2013 the Norristown Police Department was staffed with 67 sworn officers. The department was dispatched to 42,329 calls for service. This equates to 120 calls for service per day. Of that number, there were 7,791 written reports filed. These numbers demonstrate the high demand placed upon police personnel during regularly scheduled shifts.

In 2015 the Norristown Police applied the 2013 JAG funds toward the community policing, problem solving and crime reduction strategy. As a result, the Norristown Police Department has been able to reduce the calls for service down to 22,850. More importantly, the department was able to reduce violent crimes by 30%. In order perpetuate the reduction of violent crime, the Municipality requests funding for the following:

Police Crime Reduction and Prevention Details

The Norristown Police Department will utilize 2016 JAG funds for overtime to deploy special details to conduct Problem Oriented Policing Operations within the Municipality of Norristown. The JAG Funds will be utilized to deploy officers to proactively combat problems occurring throughout the community and to work with citizens to solve or abate situations that often result in neighborhood degradation and crime.

The Norristown Police Department will be conducting hot-spot policing in high drug and crime areas, quality of life enforcement operations, and to attend community policing events to

discuss crime and quality of life issues. All details will be above and beyond the normal minimum manning levels utilized to deploy officers in the standard daily operations of the department. The proposed cost of these special details is \$29,631.00

Performance Measures

The utilization of grant funds, to implement the Problem Oriented Policing strategy, will result in the Norristown Police Departments ability to effectively and efficiently deploy resources into hot spot areas, to control the level of criminal activity and to establish a high level of community satisfaction with the delivery of police services. To measure the effectiveness of these efforts a resident survey will be conducted. We will also conduct a comparison of criminal activity, measuring crime percentages prior to the grant funding versus after the grant funding.

Municipality of Norristown Budget Narrative

In 2014, the Norristown Police Department embarked on a new operational strategy, focused on problem oriented policing to proactively reduce violent crime by 30%, over a 3 year period. The Norristown Police Department will utilize 2016 JAG funds for overtime to deploy special details to conduct Problem Oriented Policing Operations within the Municipality of Norristown. The JAG Funds will be utilized to deploy officers to proactively combat problems occurring throughout the community and to work with citizens to solve or abate situations that often result in neighborhood degradation and crime.

The Norristown Police Department will be conducting hot-spot policing in high drug and crime areas, quality of life enforcement operations, and to attend community policing events to discuss crime and quality of life issues. All details will be above and beyond the normal minimum manning levels utilized to deploy officers in the standard daily operations of the department.

Total Cost = \$29,631.00



[General Instructions & Resources](#)

[View Budget Summary](#)

OMB APPROVAL NO.: 1121-0329
EXPIRES 7/31/2016

Budget Detail Worksheet

- (1) **Purpose:** The Budget Detail Worksheet is provided for your use in the preparation of the budget and budget narrative. All required information (including the budget narrative) must be provided. Any category of expense not applicable to your budget may be left blank. Indicate any **non-federal (match)** amount in the appropriate category, if applicable.
- (2) For each budget category, you can see a sample by clicking **(To View an Example, Click Here)** at the end of each description.
- (3) There are various hot links listed in red in the budget categories that will provide additional information via documents on the internet.
- (4) **Record Retention:** In accordance with the requirements set forth in [2 CFR Part 200.333](#) , all financial records, supporting documents, statistical records, and all other records pertinent to the award shall be retained by each organization for at least three years following the closure of the audit report covering the grant period.
- (5) The information disclosed in this form is subject to the Freedom of Information Act under 5 U.S.C. 55.2.

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. Include a description of the responsibilities and duties of each position in relationship to fulfilling the project goals and objectives. (Note: Use whole numbers as the percentage of time, an example is 75.50% should be shown as 75.50) [To View an Example, Click Here](#)

PERSONNEL (FEDERAL)

Name	Position	Computation				Cost
		Salary	Basis	Percentage of Time	Length of Time	
Lt. Todd Dillon	Special Operations Command	\$107,000.00	Year	1.00	1	\$1,070
Lt Michael Crescitelli	Detail Supervisor	\$107,000.00	Year	2.00	1	\$2,140
Cpl. Adam Schurr	Detail Supervisor	\$93,000.00	Year	3.00	1	\$2,790
Sgt Ken Lawless	Detail Supervisor	\$96,700.00	Year	3.00	1	\$2,901
Det Charles Leeds	Detailed Officer	\$86,300.00	Year	3.00	1	\$2,589
Ofc. Carl Robinson	Detailed Officer	\$84,600.00	Year	3.00	1	\$2,538
Ofc Ed Butterworth	Detailed Officer	\$83,200.00	Year	3.00	1	\$2,496
Ofc. Tyler North	Detailed Officer	\$83,200.00	Year	3.00	1	\$2,496
Ofc. Brian Saxon	Detailed Officer	\$86,300.00	Year	3.00	1	\$2,589
Det Dave Crawford	Detailed Officer	\$83,800.00	Year	3.00	1	\$2,514
Ofc. Mike Choiniere	Detailed Officer	\$67,800.00	Year	4.00	1	\$2,712
Ofc. Chris Middleton	Detailed Officer	\$67,800.00	Year	4.00	1	\$2,712
C.A Kristi Delorenzo	Crime Analyst	\$21.00	Hour	5.00	80	\$84
FEDERAL TOTAL						\$29,631

PERSONNEL NARRATIVE (FEDERAL)

Lt. Todd Dill, Special Operations Commander, will provide oversight and manage the project, complete reports, maintain spending records, organize the deployment of resources and allocation of manpower for the entire award, providing 1% of his time to the project.

All other personnel will be assigned to conduct policing in hot spots, high crime and drug areas, throughout the community. These areas will be specifically defined through crime mapping and crime trending, on a weekly basis. These officers will also be assigned to attend community events, to discuss and address crime and quality of life issues. Each officer will spend approx. 3-4 of their time on this project. This should equate to approx. 8 to 10 hours each on directed patrols.

PERSONNEL (NON-FEDERAL)

Name	Position	Computation				Cost
		Salary	Basis	Percentage of Time	Length of Time	
			Year			\$0
NON-FEDERAL TOTAL						\$0

PERSONNEL NARRATIVE (NON-FEDERAL)

TOTAL PERSONNEL	\$29,631
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B. **Fringe Benefits** – Fringe benefits should be based on actual known costs of an **approved negotiated rate** by a Federal agency. If not based on an approved negotiated rate, list the composition of the fringe benefit package. 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. (Note: Use decimal numbers for the fringe benefit rates, an example is 7.65% should be shown as .0765) [To View an Example, Click Here](#)

FRINGE BENEFITS (FEDERAL)

Description	Computation		Cost
	Base	Rate	
			\$0
FEDERAL TOTAL			\$0

FRINGE BENEFITS NARRATIVE (FEDERAL)

FRINGE BENEFITS (NON-FEDERAL)

Description	Computation		Cost
	Base	Rate	
			\$0
NON-FEDERAL TOTAL			\$0

FRINGE BENEFITS NARRATIVE (NON-FEDERAL)

TOTAL FRINGE BENEFITS	
	\$0

C. Travel – Itemize travel expenses of staff personnel by purpose (e.g., staff to training, field interviews, advisory group meeting, etc.). Describe the purpose of each travel expenditure in reference to the project objectives. 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; or if unknown, indicate "location to be determined." Indicate source of Travel Policies applied Applicant or Federal Travel Regulations. Note: Travel expenses for consultants should be included in the "Contractual/Consultant" category. [To View an Example, Click Here](#)

TRAVEL (FEDERAL)

Purpose of Travel	Location	Computation						Cost
		Item	Cost Rate	Basis for Rate	Quantity	Number of People	Number of Trips	
		Lodging		Night				\$0.00
		Meals		Day				\$0.00
		Mileage		Mile				\$0.00
		Transportation:		Round-trip				\$0.00
		Local Travel						\$0.00
		Other						\$0.00
		Subtotal						\$0.00
FEDERAL TOTAL								\$0

TRAVEL NARRATIVE (FEDERAL)

TRAVEL (NON-FEDERAL)

Purpose of Travel	Location	Computation						Cost
		Item	Cost Rate	Basis for Rate	Quantity	Number of People	Number of Trips	
		Lodging		Night				\$0.00
		Meals		Day				\$0.00
		Mileage		Mile				\$0.00
		Transportation:		Round-trip				\$0.00
		Local Travel						\$0.00
		Other						\$0.00
		Subtotal						\$0.00
NON-FEDERAL TOTAL								\$0

TRAVEL NARRATIVE (NON-FEDERAL)

TOTAL TRAVEL \$0

D. Equipment – List **non-expendable** items that are purchased (Note: Organization's own capitalization policy for classification of equipment should be used). **Expendable** items should be included in the "Supplies" category. Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technological 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, and describe the procurement method to be used. [To View an Example, Click Here](#)

EQUIPMENT (FEDERAL)

Item	Computation		Cost
	Quantity	Cost	
			\$0
FEDERAL TOTAL			\$0

EQUIPMENT NARRATIVE (FEDERAL)

EQUIPMENT (NON-FEDERAL)

Item	Computation		Cost
	Quantity	Cost	
			\$0
NON-FEDERAL TOTAL			\$0

EQUIPMENT NARRATIVE (NON-FEDERAL)

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TOTAL EQUIPMENT	\$0
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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. Generally, supplies include any materials that are expendable or consumed during the course of the project. [To View an Example, Click Here](#)

SUPPLIES (FEDERAL)

Supply Items	Computation		Cost
	Quantity/Duration	Cost	
			\$0
FEDERAL TOTAL			\$0

SUPPLIES NARRATIVE (FEDERAL)

SUPPLIES (NON-FEDERAL)

Supply Items	Computation		Cost
	Quantity/Duration	Cost	
			\$0
NON-FEDERAL TOTAL			\$0

SUPPLIES NARRATIVE (NON-FEDERAL)

TOTAL SUPPLIES	\$0

F. **Construction** – Provide a description of the construction project and an estimate of the costs. As a rule, construction costs are not allowable. In some cases, minor repairs or **renovations** may be allowable. Minor repairs and renovations should be classified in the "other" category. Consult with the program office before budgeting funds in this category. [To View an Example, Click Here](#)

CONSTRUCTION (FEDERAL)

Purpose	Description of Work	Cost
FEDERAL TOTAL		\$0

CONSTRUCTION NARRATIVE (FEDERAL)

CONSTRUCTION (NON-FEDERAL)

Purpose	Description of Work	Cost
NON-FEDERAL TOTAL		\$0

CONSTRUCTION NARRATIVE (NON-FEDERAL)

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TOTAL CONSTRUCTION	\$0
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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 \$650 per day or \$81.25 per hour require additional justification and prior approval from OJP. **To View an Example, Click Here**

CONSULTANT FEES (FEDERAL)

Name of Consultant	Service Provided	Computation			Cost
		Fee	Basis	Quantity	
			8 Hour Day		\$0
SUBTOTAL					\$0

CONSULTANT FEES NARRATIVE (FEDERAL)

CONSULTANT FEES (NON-FEDERAL)

Name of Consultant	Service Provided	Computation			Cost
		Fee	Basis	Quantity	
			8 Hour Day		\$0
SUBTOTAL					\$0

CONSULTANT FEES NARRATIVE (NON-FEDERAL)

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.). This includes travel expenses for anyone who is not an employee of the applicant such as participants, volunteers, partners, etc.

CONSULTANT EXPENSES (FEDERAL)

Purpose of Travel	Location	Computation						Cost
		Item	Cost Rate	Basis for Rate	Quantity	Number of People	Number of Trips	
		Lodging		Night				\$0.00
		Meals		Day				\$0.00
		Mileage		Mile				\$0.00
		Transportation:		Round trip				\$0.00
		Local Travel						\$0.00
		Other						\$0.00
		Subtotal						\$0.00
SUBTOTAL								\$0
FEDERAL TOTAL								\$0

CONSULTANT EXPENSES NARRATIVE (FEDERAL)

CONSULTANT EXPENSES (NON-FEDERAL)

Purpose of Travel	Location	Computation						Cost
		Item	Cost Rate	Basis for Rate	Quantity	Number of People	Number of Trips	
		Lodging		Night				\$0.00
		Meals		Day				\$0.00
		Mileage		Mile				\$0.00
		Transportation:		Round-trip				\$0.00
		Local Travel						\$0.00
		Other						\$0.00
		Subtotal						\$0.00
SUBTOTAL								\$0
NON-FEDERAL TOTAL								\$0

CONSULTANT EXPENSES NARRATIVE (NON-FEDERAL)

TOTAL CONSULTANTS \$0

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 \$150,000. A sole source contract may not be awarded to a commercial organization that is ineligible to receive a direct award. Note: This budget category may include subawards.

CONTRACTS (FEDERAL)

Item	Cost
FEDERAL TOTAL	\$0

CONTRACTS NARRATIVE (FEDERAL)

H. **Other Costs** – List items (e.g., rent (**arms-length transaction only**), 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. The basis field is a text field to describe the quantity such as square footage, months, etc. **To View an Example, Click Here**

OTHER COSTS (FEDERAL)

Description	Computation				Cost
	Quantity	Basis	Cost	Length of Time	
					\$0
FEDERAL TOTAL					\$0

OTHER COSTS NARRATIVE (FEDERAL)

OTHER COSTS (NON-FEDERAL)

Description	Computation				Cost
	Quantity	Basis	Cost	Length of Time	
					\$0
NON-FEDERAL TOTAL					\$0

OTHER COSTS NARRATIVE (NON-FEDERAL)

TOTAL OTHER COSTS	\$0
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I. Indirect Costs – Indirect costs are allowed 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**, or the applicant may elect to charge a de minimis rate of 10% of modified total direct costs as indicated in [2 CFR Part 200.414f](#). If the applicant's accounting system permits, costs may be allocated in the direct cost categories. (Use whole numbers as the indirect rate, an example is an indirect rate of 15.73% should be shown as 15.73) **To View an Example, Click Here**

INDIRECT COSTS (FEDERAL)

Description	Computation		Cost
	Base	Rate	
			\$0
			\$0
FEDERAL TOTAL			\$0

INDIRECT COSTS NARRATIVE (FEDERAL)

INDIRECT COSTS (NON-FEDERAL)

Description	Computation		Cost
	Base	Rate	
			\$0
NON-FEDERAL TOTAL			\$0

INDIRECT COSTS NARRATIVE (NON-FEDERAL)

TOTAL INDIRECT COSTS	\$0
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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 funds requested and the amount of non-Federal funds that will support the project.

Budget Category	Federal Request	Non-Federal Amounts	Total
A. Personnel	\$29,631	\$0	\$29,631
B. Fringe Benefits	\$0	\$0	\$0
C. Travel	\$0	\$0	\$0
D. Equipment	\$0	\$0	\$0
E. Supplies	\$0	\$0	\$0
F. Construction	\$0	\$0	\$0
G. Consultants/Contracts	\$0	\$0	\$0
H. Other	\$0	\$0	\$0
Total Direct Costs	\$29,631	\$0	\$29,631
I. Indirect Costs	\$0	\$0	\$0
TOTAL PROJECT COSTS	\$29,631	\$0	\$29,631

Federal Request	\$29,631
Non-Federal Amount	\$0
Total Project Cost	\$29,631

Public Reporting Burden

Paperwork Reduction Act Notice: Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a current valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood, and which impose the least possible burden on you to provide us with information. The estimated average time to complete and file this application is four (4) hours per application. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, you can write the Office of Justice Programs, Office of the Chief Financial Officer, 810 Seventh Street, NW, Washington, DC 20531; and to the Public Use Reports Project, 1121-0188, Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.

Pottstown Program Narrative

The Borough of Pottstown, founded by John Potts in 1752, was the second Borough to be established in Montgomery County Pennsylvania. The Borough of Pottstown has a deep history with the iron/steel, automotive, and pie making industries. Unfortunately, as the world moved well into the 20th century, Pottstown suffered the loss of many its industrial manufacturing and retail partners. At the same time, Pottstown was by-passed as transportation improvements were developed in the surrounding areas. These factors, coupled with rapid commercial and retail growth in the areas surrounding Pottstown led to disinvestment in the community. Resultantly, Pottstown saw its fair share of housing conversions, being left with a struggling economy and a neglected infrastructure.

Today Pottstown Borough serves as the hub of a growing tri-county area (Montgomery, Chester, and Berks Counties) with a local area population in excess of 270,000 people. Geographically, Pottstown is located in southeastern Pennsylvania and is approximately 5.2 square miles in size. The Borough is bordered by the Montgomery County Townships of Lower Pottsgrove, Upper Pottsgrove, and West Pottsgrove. To the south; the Borough is bordered by North Coventry Township, Chester County. The Borough of Pottstown is part of the 6th US Congressional District, the 44th State Senatorial District, and the 146th State Representative District.

There are approximately 73 miles of roadway ranging from 4-lane limited access highways to unpaved alleys within the Borough – with more than 160,000 motor vehicles traversing those roadways daily. A major railway, Norfolk Southern, traverses the Borough as well. The Schuylkill River separates the Borough from Chester County as it flows toward the Delaware River. There are 9 schools, elementary and secondary, located within the Borough (public, private, and parochial). Additionally, the West Campus of the Montgomery County Community College is located in the Borough.

Pottstown's dense and highly transient population (22,480 residents in 5.2 square miles) accounts for 2.8% of the total population of Montgomery County. At the same time, according to the 2010 US Census, Pottstown's population represents approximately 10.0% of the individuals who live below poverty level in the County.

Given all of the previously mentioned factors, naturally there are public safety issues and issues of criminal behavior within the Borough of Pottstown – most the by-product of the scourge of drug use and profiteering within the Borough. The Pottstown Police Department is a 46 member organization that handles approximately 24,000 calls for service each year – 24 hours a day, 7 days a week. To enhance the department's operational capabilities, the Borough has applied for and received funds from various grant sources over the past several years. These grants have funded needed technological advancements, equipment necessary to perform the day-to-day operations of the department, and in some instances, staffing.

It is the desire of the Pottstown Police Department to use the 2016 Justice Assistance Grant (JAG) Program funds allocated to Pottstown for:

- Voice Recorder for telephone and radio communications;
- Overtime to further the Pottstown Police Department's Quality of Life Initiative.

The current voice recorder is in need of replacement. This equipment is necessary to record all incoming and outgoing phone calls to/from police dispatch as well as all radio communications.

The Pottstown Police Department has partnered with the Pottstown Codes Department, and the Montgomery County District Attorney's Office to address quality of life issues in our Borough. This initiative addresses the areas of urban decay within our community that also have the higher incidence of criminal activity. It is designed to improve those sections of our community from both an aesthetic point of view and through a visible reduction in criminal activity. In addition to addressing criminal activity, overtime funds will be used to address such quality of life issues as abandoned vehicles, illegal dumping, vandalism, etc.

Pottstown Performance Measurement

- 1) Acquisition of a replacement voice recorder will allow for the long term continuation of voice recordings of all incoming and outgoing phone calls for our police dispatch center as well as recording all radio communications to and from police dispatch centers, police vehicles and police personnel utilizing hand-held radios. These recordings are an invaluable tool for confirming a variety of conversations as well as being utilized for court proceedings and these recordings are maintained pursuant to the State Records Retention Laws. To measure the effectiveness of these efforts, feedback will be requested of any individual utilizing a recording to determine quality and value of the recording.
- 2) The utilization of grant funds to enhance our efforts in our cooperative initiative between the Pottstown Police Department, the Pottstown Codes Department, and the Montgomery County District Attorney's Office will result in an improved perspective on the part of residents in the affected areas and stimulate a reduction of criminal behavior in those areas. To measure the effectiveness of these efforts; a resident survey will be conducted along with a comparison of criminal activity in the areas prior to the use of grant funding versus after grant funding.

Pottstown Budget Narrative

1 -	Voice Recorder	=	\$ 10,000
1 -	Overtime to further the Pottstown Police Department/ Pottstown Codes Department/Montgomery County District Attorney's Quality of Life Initiative	=	\$ 6,663
			<hr/>
			\$ 16,663

Pottstown Review Narrative

- June 08, 2016
 - Pottstown Police Department received notification from the Municipality of Norristown regarding the 2016 Justice Assistance Grant (JAG) Program allocations.
- June 08, 2016
 - The Municipality of Norristown agreed to function as the fiscal agent – to submit a joint application in regard to the aggregate eligible 2016 Justice Assistance Grant (JAG) Program allocation for themselves and Pottstown.
- June 21, 2016
 - Pottstown Borough Council was made aware of the 2016 Justice Assistance Grant (JAG) Program allocations, the intended methodology to be utilized in applying for the grant funds, and of the intended use of the grant funds.
- June 20, 2016
 - Legal Notice was sent to The Mercury (local newspaper) for publication in their July 5, 2016 edition of the paper. Said notice informed the public that the Borough would be applying for the grant funds, the intended use of the funds, and that any citizen wishing to provide public comment on the Application should attend the Pottstown Borough Council Meeting on Wednesday July 6, 2016 to make their comments known.
- July 5, 2016
 - The 06/20/2016 Legal Notice will be published in The Mercury.
- July 6, 2016
 - A Public Hearing will be held at 7:45 pm in regard to the potential use of the grant funds. The 30-day public comment period will end on 8/6/2016.
- July 6, 2016
 - Pottstown Borough Council will approve Resolution 2016-18 which outlines and accepts the terms and conditions of the Inter-local Memorandum of Understanding.

- July 7, 2016
 - All documents will be forwarded to the Municipality of Norristown for inclusion in the joint application.

Pottstown Point-of-Contact

Corporal Charles McClincy
Pottstown Police Department, 100 East High Street, Pottstown, PA 19464
(610) 970-6591 pd34@pottstown.org



Municipality of Norristown

Municipal Council

Sonya D. Sanders President
Derrick D. Perry, Vice President
Heather Lewis, District 2
Valerie Scott Cooper, District 3
Hakim Jones, District 4
Olivia Brady, At Large
Marlon Millner, At Large

Crandall O. Jones
Municipal Administrator

June 14, 2016

Antonio H. Tovar
State Policy Advisor
U.S. Department of Justice
Office of Justice Programs
810 7th Street, NW
Washington, D.C. 20531

Dear Mr. Tovar:

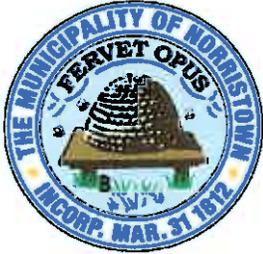
The Municipality of Norristown has not been designated as high risk by any federal agency due to programmatic or financial concerns.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jayne Musonye", is written over a horizontal line.

Jayne Musonye
Director of Planning and Municipal Development

JM:rp



Municipality of Norristown

Municipal Council

Sonya D. Sanders President
Derrick D. Perry, Vice President
Heather Lewis, District 2
Valerie Scott Cooper, District 3
Hakim Jones, District 4
Olivia Brady, At Large
Marlon Millner, At Large

Crandall O. Jones
Municipal Administrator

June 14, 2016

Antonio H. Tovar
State Policy Advisor
U.S. Department of Justice
Office of Justice Programs
810 7th Street, NW
Washington, D.C. 20531

Dear Mr. Tovar:

The Municipality of Norristown does not have any pending applications submitted for federally funded assistance within the last 12 months that 1) include requests for funding to support the same project being proposed under this solicitation, and 2) will cover the identical cost items outlined in the solicitation budget narrative and worksheet.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jayne Musonye", is written over a light blue horizontal line.

Jayne Musonye
Director of Planning and Municipal Development

JM:rp