

WASHINGTON AUTO THEFT PREVENTION AUTHORITY

WASHINGTON ASSOCIATION OF SHERIFFS AND POLICE CHIEFS
3060 Willamette Drive NE Lacey, WA 98516 ~ Phone: (360) 292-7900 ~ Fax: (360) 292-7269 ~ Website: <http://watpa.waspc.org>
Jim LaMunyon, WATPA Executive Director

“preventing and reducing auto theft and associated crime in the State of Washington”



GRANT PROGRAM ANNOUNCEMENT

AUTO THEFT REDUCTION GRANTS SUPPLEMENTAL EQUIPMENT / TECHNOLOGY AWARDS January 1, 2009

INTRODUCTION

The Washington Auto Theft Prevention Authority (WATPA) pursuant to RCW 46.66.080 has authorized the distribution of WATPA funds through a competitive grant process. The Authority will award \$1,000,000 in equipment/technology funds for the remainder of state fiscal year 2008-2009 (July 1, 2008 – June 30, 2009).

The awarded funds must be used to purchase and deploy equipment/technology directly related to auto theft prevention and reduction. Awards will be announced in mid-March 2009.

Equipment/technology must be obtained prior to June 30, 2009. If you cannot procure the equipment/technology and invoice WATPA for reimbursement prior to that date, please do not apply for this grant.

Grant applications are available at <http://watpa.waspc.org> in the **GRANT SECTION**.

The deadline for submission of applications is **5:00 p.m. on February 17, 2009**. **No applications will be accepted after that deadline for any reason. A signed hard copy must be postmarked or hand delivered to WATPA and an electronic copy must be submitted to WATPA by the application deadline.**

ALLOWABLE COSTS

- Equipment/technology to be used for vehicle theft investigations such as bait vehicles, tracking devices, license plate readers, cameras, etc.
- Training for equipment to be used for vehicle theft investigations.
- Equipment/technology to be used for prevention/public awareness/community education events.
- Equipment/technology required to prosecute vehicle theft cases.

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PROHIBITED USE OF FUNDS

- WATPA funding must supplement and not supplant agency funding,
- Requests for equipment to be used for other crimes or public awareness activities other than vehicle theft must document prorated cost share for percentage of time to be used on other activities.

EQUIPMENT

For all equipment costing \$1,000 or more three bids are required to be attached to the application. If three bids cannot be obtained, or if equipment is selected to be compatible with existing equipment, justification shall be stated in the Budget Narrative section of the application. If equipment is purchased on pre-negotiated government contract, bids are not required but the source shall be documented.

REPORTING REQUIREMENTS

Applicants are required to submit quarterly financial and performance reports to the Authority and cooperate fully in any evaluation efforts required. Applicants whose proposals are approved are required to allow the Authority or its duly authorized representatives access to and the right to examine any books, documents, papers, records, and other evidence of activities conducted pursuant to awards.

APPLICATION REVIEW PROCESS

This grant program is competitive. The approval of an application request will be based on the review of all applications received, the greatest need, the total amount of all funding requests and the following criteria:

1. Was the application received on time? **(yes/no)**
2. Was the application signed by an authorized official? **(yes/no)**
3. Does the application state that the agency reports crime statistics to the Washington Association of Sheriffs and Police Chiefs Uniform Crime Reporting or National Incident Based Reporting systems and that reported stolen motor vehicles are entered in the WACIC/NCIC system operated by the Washington State Patrol?
4. **Submission:** The application was complete and accurate. All requested information was provided.
5. **Documentation:** An accurate and complete explanation is provided to document the amount requested.
6. **Budget:** Budget costs are reasonable and allowable. Agency funds are clearly identified if available to the program.
7. **Problem Statement and Historical Data:** The problem statement clearly identifies a vehicle theft problem within the community or jurisdiction.
8. **Proposed Equipment/Technology:** The proposed procurement is reasonable and addresses the vehicle theft problem within the community.
9. **Effective and Efficient:** The proposed project will be an effective and efficient utilization of WATPA grant resources.
10. **Evaluation and Assessment:** An evaluation/assessment mechanism is identified, appropriate, and complete; with measurable goals, objectives, and performance measures. Not just outputs but measurable outcomes.

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11. **Goals, Objectives, and Performance Measures:** The stated goals, objectives and performance measures are reasonable, achievable and consistent with the mission of the Washington Auto Theft Prevention Authority.
12. **Internal Controls:** The applicant has appropriate administrative and fiscal controls to adequately manage the award.
13. **Program Performance History:** Previously funded projects have been in compliance with award requirements including timely, accurate submission of reports and no reportable deficiencies during site visits or program compliance reviews.

Applications will be evaluated to determine whether they meet any of the funding priorities listed below:

1. Strong multi-jurisdictional collaboration and sharing of resources.
2. Original and innovative projects.
3. Future sustainability.
4. Identified high priority motor vehicle theft area of need.
5. Inclusion of local funding.

REVIEW PROCESS

Applications will be reviewed by WATPA staff to ensure compliance with grant requirements and certifications. Each grant application will be evaluated according to the priorities established by the Authority. Funds will be disbursed to agencies in accordance with the Authority's final approved allocation plan.

APPLICATION PROCESS

Applications are available at <http://watpa.waspc.org> in the **GRANTS** section of the website. One (1) signed original and one (1) electronic copy of the completed application must be submitted to the Authority. The electronic copy should be submitted as an e-mail attachment.

The Authority staff may request additional information, documentation or clarification on individual grant applications.

SUBMITTING APPLICATIONS

The application must be received at the Authority office no later than 5:00 p.m. on February 17, 2009. Applications may be submitted in person, by the U.S. Postal Service or other delivery services to:

Washington Auto Theft Prevention Authority
Grant Programs
3060 Willamette Dr. NE
Lacey, WA 98516

Electronic copies are to be submitted as an e-mail attachment to Ms. Cynthia Jordan at

cjordan@waspc.org

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CONTACT INFORMATION

For grant related issues or questions, please contact:

Jim LaMunyon or Cynthia Jordan
360-292-7900 E-mail: jamunyon@waspc.org or cjordan@waspc.org

For computer related issues or questions regarding the interactive application, please contact Ms. Cynthia Jordan at 360-292-7900 or via e-mail at cjordan@waspc.org.

APPEAL PROCESS

The decisions regarding approval, denial or modification of all grant applications rests with the Washington Auto Theft Prevention Authority. The decisions of the Authority are final.

GRANT CONTRACTS AND FUNDING

Grant award notification letters and award documents which will include the effective award date will be mailed after the WATPA final approval and will include two original grant award face sheets and agreements. Both award agreements with original signatures are to be returned to the office of the Washington Auto Theft Prevention Authority no later than thirty (30) days after receipt.

Time is of the essence. There is limited time within which to process the grant award documents and procure the approved equipment. If the grant award acceptance and agreements cannot be returned to WATPA with thirty (30) days the award recipient must notify the Authority and provide an estimated time of document completion. If the agreements cannot be completed within a reasonable period of time following the thirty (30) day deadline, the award will be cancelled and the funds may be awarded to another applicant.

If the signed contract or extension request has not been received within the thirty (30) days and no explanation has been provided by the award recipient, the Authority may cancel the grant award. No awarded funds will be reimbursed prior to the receipt of the signed agreements.

All Grant funds will be disbursed on a reimbursement basis and will be processed upon receipt of monthly invoices for ongoing programs or an invoice for one-time purchases.