

PROJECT NARRATIVE

Briefly describe the project for which grant funding is requested including specific information regarding where the program activities will be conducted; whether you would like to be approved for a 1 or 2 year grant; and, if applicable, how a 2 year grant will benefit the agency's project. The description must clearly indicate that the requested funds will only be used to offset expenses related to investigating violations and enforcing laws regarding unlawful gambling in the Commonwealth, including any anticipated capital equipment purchases (See Guidelines for conditions). Include a list of the project objectives and explain the process by which the project will accomplish the stated objectives. Include specific measurable outcomes to be achieved by the project. Attach additional pages if necessary.

Applicant Name: _____

Date: _____

PROJECT BUDGET

Grant Requested # of year(s) _____ Amount per year: (1) _____ (2) _____ *

Agency's Total Budget (Current Year) _____

* The maximum grant award is \$250,000 per applicant/per year. A grant may not exceed 10% of the budget of the local law enforcement agency or group of agencies applying for the grant. A local law enforcement agency may not apply for grant funding under more than one application per grant year.

Below are examples that show how to fill out the form on the next page.

Item	Budget Category	Amount Requested	Methodology	Purpose
Ex.	Investigative Overtime (including benefits)	\$15,000	200 hrs. of detective overtime x \$75.00 per hr. = \$15,000	To conduct undercover investigations to identify unlawful gambling activities.
Ex.	Public Outreach	\$3,000	2 officers x 4 events x 5 hrs, per event x \$75 per hour = \$3,000	Officers will staff an informational booth to advise the public and answer questions related to unlawful gambling.
Ex.	Vehicle Rentals	\$1,600	20 rentals x \$80 each = \$1,600 (200 hrs. / 2 detectives / 5 hrs. per investigation = 20 rentals)	Detectives cannot use personal vehicles or police cruisers in undercover investigations.
Ex.	Capital Equipment	\$5,000	(1) recording device, (1) surveillance camera, (1) software package, etc.	Undercover surveillance

Applicant Name: _____

Date: _____

Operating Budget

Provide an itemized project budget. Attach additional pages if necessary. (i.e. you don't have sufficient space or for a 2nd year grant budget)

ITEM	Budget Category	Amount Requested	Methodology	Purpose
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

Grand Total: _____

Applicant Name: _____

Date: _____

PERFORMANCE MEASURES

Provide a minimum of two performance measures that will be tracked over the course of the grant period and included with the final report filed by the grant recipient.

- 1. _____
- 2. _____
- 3. _____
- 4. _____

CERTIFICATION

I hereby certify that all information contained in this document and attachments are true and correct to the best of my knowledge.

Signature: _____ Date: _____

Print Name: _____ Title: _____

Applications will be accepted until all grant funds have been committed.

The Pennsylvania Gaming Control Board (PGCB) reserves the right to accept or reject any or all applications submitted for the Local Law Enforcement Grant Program contingent upon available funding and respective applicant eligibility. The PGCB also reserves the right to reject incomplete applications.

MAIL COMPLETED APPLICATIONS TO:

Pennsylvania Gaming Control Board
Local Law Enforcement Grant Program
303 Walnut Street
P.O. Box 69060
Harrisburg, PA 17106-9060

If you have any questions regarding this grant application, please call (717) 346-8300 or e-mail PGCB@pa.gov and type "Local Law Enforcement Grants" in the subject line.