





November 14, 2022

To: Mayor Jerry L. Demings
-AND-
County Commissioners

Via: Daniel P. Banks, Deputy County Administrator 

From: Louis A. Quiñones, Jr., Chief of Corrections 
Orange County Corrections Department

Contact: Andrea Jones Lowery, Fiscal Manager
Orange County Corrections Department

Subject: Consent Agenda Item – December 13, 2022
State Alien Assistance Program Approval of Grant Award

The Orange County Corrections Department has applied for and received funding from the U.S. Department of Justice, Bureau of Justice Assistance under the State Criminal Alien Assistance Program. This program reimburses eligible local governments for costs incurred for the incarceration of undocumented criminal aliens. This is the 18th year that the Corrections Department has applied for and received funding. The award amount is \$126,366.

ACTION REQUESTED:

Approval of U.S. Department of Justice, Bureau of Justice Assistance grant award under the State Criminal Alien Assistance Program for FY 2021 in the amount of \$126,366 for reimbursement of costs incurred for the incarceration of undocumented criminal aliens. No local match is required.

cc: E. Keith Neely, Deputy Chief of Operational Services
Anthony D. Watts, Sr., Deputy Chief, Administrative Services
Lee Isbell, Senior Monitoring and Evaluation Coordinator
Andrea Jones Lowery, Fiscal Manager
File

November 2, 2022

Dear Danny Banks,

On behalf of Attorney General Merrick B. Garland, it is my pleasure to inform you that the Office of Justice Programs (OJP) has approved the application submitted by ORANGE COUNTY, FLORIDA for a Payment Award (non-grant) under the funding opportunity entitled 2021 BJA FY 2021 State Criminal Alien Assistance Program Program Requirements and Application Instructions. The approved payment amount is \$126,366.

Review the award instrument below carefully and familiarize yourself with all requirements before accepting your payment award. The award instrument includes the payment award offer and award acceptance. In connection with this payment award, references to the term "award" should be understood as this payment award.

Prior to accepting the award, your Entity Administrator must assign a Financial Manager, Grant Award Administrator, and Authorized Representative(s) in the Justice Grants System (JustGrants). The Entity Administrator will need to ensure the assigned Authorized Representative(s) is current and has the legal authority to accept awards and bind the entity to the award terms and conditions. To accept the award, the Authorized Representative(s) must accept all parts of the award offer in the Justice Grants System (JustGrants), including by executing the required declaration and certification, within 45 days from the award date.

To access your funds, you will need to enroll in the Automated Standard Application for Payments (ASAP) system, if you haven't already completed the enrollment process in ASAP. The Entity Administrator should have already received an email from ASAP to initiate this process.

Congratulations on your payment award.

Maureen Henneberg
Deputy Assistant Attorney General

Isbell, Lee

From: SCAAP <ojp@public.govdelivery.com>
Sent: Friday, November 4, 2022 9:46 AM
To: Isbell, Lee
Subject: State Criminal Alien Assistance Program – FY 2021 SCAAP Award Announcement

Dear SCAAP Recipient:

The Bureau of Justice Assistance (BJA) is pleased to announce that the Fiscal Year (FY) 2021 State Criminal Alien Assistance Program (SCAAP) awards have been processed and are ready for acceptance in JustGrants and then drawdown in ASAP. The FY 2021 SCAAP award amounts are listed on the [SCAAP website](#). To access FY 2021 SCAAP award funds, entities must assign users in the Justice Grants System ([JustGrants](#)), electronically accept the award in JustGrants within 45 days, enroll in the Automated Standard Application for Payments (ASAP) System, and request payment (drawdown) in ASAP by 4-24-23.

NOTICE: The application instructions the FY 2021 SCAAP applications correctly identify the fiscal year in the various certifications as “FY 2021”; however, BJA has recently been made aware that, due to a minor technical error, the certifications included as part of the FY 2021 application incorrectly reference “FY2020.” By accepting this award, you affirmatively acknowledge that the statements reflected in the certifications apply to FY 2021 **only** and will be understood by BJA as such. If you intend differently, you must make a separate written affirmative statement to the contrary. **That is, for the purposes of FY 2021 SCAAP certifications, every instance of “2020” in the award acceptance in JustGrants should be understood to mean “2021.”**

Please note that the notification email from JustGrants included standard language that is included in all JustGrants award notification emails. While the Entity Administrator must assign a Grant Award Administrator, Financial Manager, and Authorized Representative for the SCAAP award to be accepted, financial reports, performance reports, and grant award modifications are not applicable to SCAAP. In addition, the award closeout is an automatic process that occurs once the award draw down is conducted in ASAP. No action is required by the recipient to complete the award closeout.

Please review the following guidance documents below prior to accepting and drawing down your FY 2021 SCAAP award funds:

- [SCAAP Application Submission and Acceptance Job Reference Guide](#). See page 38 for the award acceptance process.
- JustGrants roles and entity management: <https://justicegrants.usdoj.gov/training/training-entity-management>.
- JustGrants [self-service guidance document](#) that addresses the most frequently asked questions about JustGrants system access.

- ASAP resources: <https://justicegrants.usdoj.gov/resources/asap>. Note: ASAP enrollment is required to receive the FY 2021 SCAAP award funds. Please see additional ASAP information here: <https://justicegrants.usdoj.gov/taxonomy/term/3616>.

For assistance with your JustGrants account, contact JustGrants Support at JustGrants.Support@usdoj.gov or 833-872-5175 Monday through Friday from 5:00 a.m. to 9:00 p.m. eastern time; Saturday, Sunday, and federal holidays from 9:00 a.m. to 5:00 p.m. eastern time.

For **questions related to the ASAP system**, please contact the OCFO Customer Service Center by email at Ask.OCFO@usdoj.gov or 800-458-0786.

For questions concerning your FY 2021 SCAAP award amount or other award questions, please email the SCAAP Help Desk at scaap@usdoj.gov or 202-353-4411.

Thank you,

SCAAP Program Team

Bureau of Justice Assistance

This email was sent to lee.isbell@ocfl.net using GovDelivery Communications Cloud on behalf of: Department of Justice
Washington, DC