



Capital District Law Enforcement Planning Council, Inc.  
1406 South Range Avenue, Suite 5 • Denham Springs, LA 70726-4801

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January 6, 2025

**TO:** ALL AGENCIES WITHIN DISTRICT 5

**FROM:** DAWN HAWKINS, EXECUTIVE DIRECTOR

**RE:** FY23 JJDP PROJECT REQUEST

Capital District Law Enforcement Planning Council, Inc. is now accepting project requests for FY23 JJDP funds. Projects must address one or more of the following areas identified by the JJDP Advisory Board: (a) Mental Health; (b) Delinquency Prevention. As per JJDP Advisory Board regulations, Capital District will only be allowed to fund one project for \$82,385. Agencies are also reminded that OJJDP strongly suggest the use of data when implementing a program. ALL PROGRAMS MUST BE EVIDENCE BASED. The project will be funded for a 12-month period. Any agency which applies for JJDP funding must have a current UEI Central Contractor Registration number.

The applicant who receives FY-23 funding could be eligible for 2 additional years of funding. The applicant will be required to submit a sustainability plan. The plan must provide partners/agencies that would assume financial responsibility, identify specific parts of the project covered by other sources. For Years 2 and 3, applicants will be required to demonstrate the ability of maintain the operation, service delivery and project accomplishments equal to or greater than that proposed in the FY23 subgrant. Applicants not reaching sustainability plans could be found not eligible for continued funding.

**ALL PROJECT REQUESTS MUST BE RECEIVED BY NOON - FRIDAY, FEBRUARY 7, 2025**

Complete Notice of Funding Opportunity and instructions for submitting proposals may be obtained from the LCLE website ([www.lcle.la.gov](http://www.lcle.la.gov)) A JJDP Notice of Intent Worksheet must be submitted for all projects.

Project Request must submit the following items: **(No request will be considered without these items)**

1. Notice of Intent Worksheet (signed **IN BLUE** by Authorized Official)
2. Current UEI DUNS & SAM Number printout (with current expiration date)
3. If you are a Non-Profit Agency, an "In Good Standing" printout from Secretary of State website
4. Potential Conflicts of Interest Form (signed **IN BLUE** by Authorized Official)

If you have any questions, please contact:

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