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ATTORNEY GENERAL
DEPARTMENT OF JUSTICE

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

JANE E. YOUNG
DEPUTY ATTORNEY GENERAL



March 17, 2021

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

Your Excellency and Members of the Council:

REQUESTED ACTION

Authorize the Department of Justice to pay annual organizational dues to the National Criminal Justice Association, Washington, DC (Vendor #167164), in amount of \$4,969, for the period of July 1, 2021 through June 30, 2022 upon approval of the Governor and Executive Council through June 30, 2022. 100% Federal Funds.

Funding for this request is available as follows:

02-20-20-201510-1983	<u>FY 2021</u>
Grants Administration	
026-500251 Organizational Dues	\$4,969

EXPLANATION

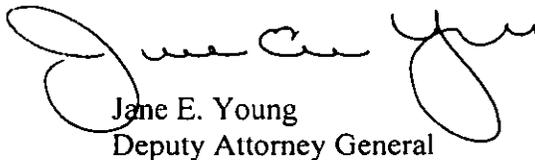
Membership with the National Criminal Justice Association, in the amount of \$4,969, enables the Department of Justice, Grants Management Unit, to participate in vital training sessions regarding proper grant writing and management of criminal justice funds. It provides a central repository for information on the Edward Byrne Memorial Justice Assistant Grant (Byrne JAG) Act and other criminal justice programs. In addition, members receive technical assistance, networking opportunities with other members, and have access to expert resources including, but not limited to, a State Administering Agency grant making and management library.

In the event that federal funds are no longer available, general funds will not be requested to support this request.

His Excellency, Governor Christopher T. Sununu
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Please let me know if you have any questions concerning this request. Your consideration is greatly appreciated.

Respectfully submitted,



Jane E. Young
Deputy Attorney General

#3095834

Standard questions required for Governor and Executive Council for organization dues and membership approval submissions:

- 1. How long has this organization been in existence and how long has this agency been a member of this organization?*
The National Criminal Justice Association (NCJA) was established in 1971 and the Grants Management Unit has been a member since 1996.
- 2. Is there any other organization which provides the same or similar benefits which your agency belongs to?*
The Grants Management Unit does not belong to any another organization providing the same or similar benefits.
- 3. How many other states belong to this organization and is your agency the sole New Hampshire state agency that is a member?*
This organization is made up of all 50 States. The Department of Justice is the sole State agency in New Hampshire belonging to this organization.
- 4. How is the dues structure established?*
NCJA determines the dues amount based on state population.
- 5. What benefit does the state receive from participating in this membership?*
Membership with the NCJA enables the Department of Justice, Grants Management Unit, to participate in vital training sessions regarding proper grant writing and management of criminal justice funds. It provides a central repository for information on the Byrne JAG Act and other criminal justice programs. In addition, members receive technical assistance, networking opportunities with other members, and have access to expert resources including, but not limited to, a State Administering Agency grant making and management library.

6. *Are training or educational/research materials included in the membership? If so, is the cost included.*

Yes, training and educational/research materials are included in the membership. All training costs are included.

7. *Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams?*

Membership is strongly suggested, but not mandatory.

8. *Is there any travel included with this membership fee? Explain in detail any travel to include the number of employees involved, the number of trips, destination if known and purposes of membership supported trips.*

There may be travel involved which is typically reimbursed through a scholarship. The Director of Administration or designee should attempt to attend the national conference which is held annually.

9. *Which state agency employees are directly involved with this organization? (Indicate if they are members, voting members, committee members and or officers of the organization).*

Director of Administration is an Advisory Member of NCJA because the Department of Justice is a designated State Administering Agency for criminal justice grants.

10. *Explain in detail any negative impact to the State if the Agency did not belong to this organization.*

- Loss of information regarding grant funding;
- Loss of vital training regarding grants applications and grant management;
- Loss of technical assistance;
- Loss of the grant management library; and
- Loss of networking with other members regarding criminal justice grants.



March 8, 2021

Kathleen Carr
Director of Administration
NH Department of Justice
33 Capitol St,
Concord, NH 03301-6310

Dear Kathleen Carr,

Attached please find an invoice for your state's 2021-2022 membership dues for the National Criminal Justice Association (NCJA). State agency memberships run from July 1, 2021 – June 30, 2022.

The members of the Board of Directors and NCJA staff are aware of the constraints under which state governments are currently operating; therefore, the Board has decided not to raise state membership dues for this upcoming cycle. Membership rates will remain at the 2020-2021 level.

We appreciate your continued support for NCJA and our work representing you and your state agency administrator counterparts around the country. Our voice is amplified by your collective membership.

NCJA is a recognized leader on criminal and juvenile issues in Washington, D.C. due to our strong advocacy for federal assistance for state, tribal and local criminal justice agencies, and through the training and technical assistance we provide to state criminal justice administering agencies. On your behalf, we work hard to educate Congress and the Administration on the important work you do in the states and the impact of funding and legislative decision-making on the Byrne Justice Assistance Grant (Byrne JAG) program, as well as other funding programs under the Bureau of Justice Assistance (BJA), the Office of Juvenile Justice and Delinquency Prevention (OJJDP), the Office on Violence Against Women (OVW) and the Office for Victims of Crime (OVC). We also advocate for necessary changes to these programs through the Congressional reauthorization process and to minimize Byrne JAG penalties and unfunded mandates. In this time of federal budget restraints, this advocacy is more important than ever.

These advocacy and education efforts are funded with your membership dues and revenue from NCJA sponsored events. NCJA members are fortunate to be represented by a dedicated staff with significant substantive knowledge of criminal justice and Congressional processes and procedures. Your counsel and involvement in these efforts are essential to our success.

As NCJA members, you and your agency staff receive regular access to news and information to help you in your work. The *InfoLetter* highlights important issues and events happening in Congress and in the Administration. NCJA's signature publication, the *Justice Bulletin*, highlights promising practices and programs, and covers issues and developments affecting the criminal and juvenile justice community. The members' only section of the NCJA website houses our popular status of legislation chart which tracks dozens of justice related bills and our Justice Assistance Table which details funding levels for all the major justice assistance grant programs along with numerous documents and charts that provide you with the funding and legislative information you need to know.



NCJA's monthly Learning Lunch series provides state members an opportunity to learn from and engage with colleagues. Topics covered on the calls include best practices and research, managing federal programs and emerging policies and trends. The sessions are a blend of learning about topics of common interest and sharing about issues you face in your day-to-day work.

Connect2Justice, NCJA's online members-only networking community offers members an opportunity to ask questions and learn from your peers. It is also home to Connect2Grants, a searchable listing of public and private grant opportunities curated for criminal justice professionals.

NCJA members also receive discounted registration rates for the Forum on Criminal Justice. The Forum is a partnership between the NCJA, the Bureau of Justice Assistance, International Community Corrections Association and the RSAT administrators' group. This annual conference showcases programs, research and policies that will help justice practitioners, researchers and decision makers address pressing public safety issues.

Finally, the NCJA Policy Summit is exclusively for NCJA members. This annual event, which takes place each spring, is a chance for NCJA members to engage on the national level with stakeholders, advocates and government officials who are shaping the conversation about criminal justice policy reform across the country. The agenda includes panel discussions, networking opportunities and conversation. The 2021 Policy Summit will take place virtually on May 10, 2021. Registration will open soon!

We appreciate your support of the National Criminal Justice Association and look forward to your continued involvement in the association. With your help, the NCJA will continue to be your "partner in the nation's capital."

Sincerely,

Anne H. Jordan Esq.
President, NCJA Board of Directors
Manager of Criminal Process and Specialty Dockets, Maine Administrative Office of the Courts

National Criminal Justice
 Association
 720 7th Street, NW, 3rd
 Floor
 Washington, DC 20001
 accountspayable@ncja.org



National Criminal
 Justice Association

If paying by check please remit payment to:
 National Criminal Justice Association
 PO Box 70
 Laurel, MD 20725

INVOICE

BILL TO

Kathleen Carr
 NH Department of Justice
 33 Capitol Street
 Concord, NH 03301-6310

INVOICE # 1774
 DATE 03/11/2021
 DUE DATE 04/10/2021
 TERMS Net 30

ACTIVITY	QTY	RATE	AMOUNT
State - Membership Dues July 1, 2021 to June 30, 2022 NCJA Dues and Services Fiscal Year 2021-2022 NCJA Membership includes: Weekly electronic issues of the Justice Bulletin; Weekly electronic issues of the InfoLetter newsletter concerning congressional and federal activities; Access to the NCJA staff and offices in Washington, DC; Access to the members only section of the NCJA website (www.ncja.org); Access to Connect2Justice, our interactive members-only community; Access to Connect2Grants searchable library of funding opportunities Discounted National Forum registration fee for agency employees Peer networking at national and regional meetings; and Advocacy for the needs and priorities of state, tribal and local criminal justice in Washington, DC	1	4,969.00	4,969.00

Please make out any check payment to:
 National Criminal Justice Association

BALANCE DUE

\$4,969.00

Mailing address:
 National Criminal Justice Association
 PO Box 70
 Laurel, MD 20725