



CATPA

**Colorado Auto Theft
Prevention Authority**

Department of Public Safety

FY17 GRANT APPLICATION

Submission Date:

Program:

TABLE OF CONTENTS

A.	Project Information	4
1.	Project Leadership	5
2.	Partnerships	6
3.	Assurance Statements	7
4.	Submission Certification	7
5.	Project Service Area Description	8
B.	Problem Statement	8
C.	Program Initiatives	9
1.	Enforcement Program.....	10
2.	Intelligence Program.....	11
3.	Training Program	12
4.	Prevention & Public Information Program	13
5.	Prevention & Public Education Program	14
6.	Prosecution Program	15
D.	Project Narrative.....	16
E.	Budget Summary.....	21
1.	Personnel Salaries.....	22
2.	Personnel Overtime	24
3.	Supplies & Operating	25
4.	Travel.....	26
5.	Equipment.....	26
6.	Consulting Services	27
7.	Grant Administration	27
8.	Budget Summary	28

FY17 CATPA GRANT APPLICATION

PROJECT INFORMATION

Project Title:

Project Number:

Start Date:

End Date:

Type of Grant:

Total Grant Request:

APPLICANT AGENCY

Agency Name:

Entity Type:

Legal Name:

Tax ID Number:

Agency Address:

PROJECT LEADERSHIP

1. Signature Authority

Title	First Name	MI	Last Name
Street Address	City	State	Zip Code
Office Phone	Cell Phone	E-Mail	

2. Financial Officer

Title	First Name	MI	Last Name
Street Address	City	State	Zip Code
Office Phone	Cell Phone	E-Mail	

3. Project Director

Title	First Name	MI	Last Name
Street Address	City	State	Zip Code
Office Phone	Cell Phone	E-Mail	

4. Primary Contact

Title	First Name	MI	Last Name
Street Address	City	State	Zip Code
Office Phone	Cell Phone	E-Mail	

5. Media Contact

Title	First Name	MI	Last Name
Street Address	City	State	Zip Code
Office Phone	Cell Phone	E-Mail	

6. Will this project be overseen or otherwise given direction by an advisory board, board of directors or subject matter expert group?

PARTNERSHIPS

Identify leadership, subject matter experts, and advisory partners that will be included in the planning, implementation and operation of this project. This section must be completed.

Title	Name	Agency	Email Address
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			
19.			
20.			
21.			
22.			
23.			
24.			
25.			

ASSURANCE STATEMENTS

1.	Each grant source is separate from other agency or grant funds.
2.	All payments and expenditures are tracked for each grant award by year.
3.	Internal financial tracking allows expenditures to be classified by the broad budget categories listed in the approved budget, (i.e. Personnel, Supplies and Operating, Travel, Equipment and Professional Services).
4.	Accounting records are supported by source documentation (i.e., invoices, time sheets, etc.).
5.	Grant funded employee time sheets are maintained and approved by the employee, supervisor and project director.
6.	There are financial policies and procedures in place that are specific to grant administration to ensure all grant requirements are met; that staff can prevent and detect misstatements; a process to maintain and safeguard all cash, real and personal property and other CATPA assets.
7.	Annual equipment inventory is completed as required by CATPA.
8.	Submit semiannual reports to CATPA on the approved objectives of the awarded grant.
9.	If the project requires multiagency cooperative agreements, a copy of the agreement(s) will be submitted to CATPA within the first quarter of the funded project.
10.	Submit an organizational chart for the management of the project.
11.	When required by CATPA, submit operational policies and procedures affecting the project.
12.	When required by CATPA, submit a timeline of project management.
13.	CATPA reserves the right to place a grantee on a performance improvement plan.
14.	CATPA may perform random on-site and desk monitoring of the awarded grant.
15.	Complete reporting requirements as outlined in Grant Manager's Guidance. (i.e., CATPA marketing, ATICC monthly stats, training requests, public education pre-campaign reports, etc.).
16.	Do you anticipate requesting an advance of funds during the grant period?

SUBMISSION CERTIFICATION

I certify that to best of my knowledge and belief that the information contained in this application is accurate and complete. I also understand that failure to adhere to the requirements of the CATPA Grant Manager's Guidance and the above listed Assurances may result in sanctions by the Colorado Automobile Theft Prevention Authority and applicable state and federal statutes. I also certify that I have authority to submit this grant application on behalf of the listed Applicant Agency.

Printed Name of Submitting Official:

Signature of Submitting Official:

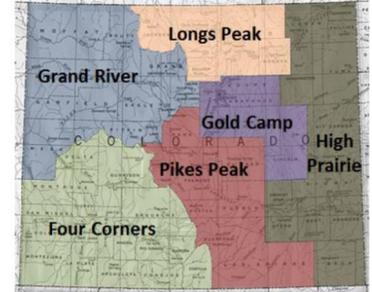
Submission Date:

PROJECT SERVICE AREA DESCRIPTION

Complete the following information as it applies to the application. Please refer to the FY17 CATPA Grant Manager's Guidance for assistance.

1. CATPA Project Area (see map)

Gold Camp	High Prairie	Four Corners
Grand River	Longs Peak	Pikes Peak



2. Use the CATPA Statistics as provided in the FY17 CATPA Grant Manager's Guidance Manual to answer the following.

A. Project Service Population

B. Project 2014 Reported Auto Thefts

2014-2015 theft rate:

C. Project 2015 Reported Auto Thefts

2015 thefts per 10,000 population:

D. Project Area Coverage (sq. miles)

2015 thefts per 100 square miles:

PROBLEM STATEMENT

Describe the component of Colorado's auto theft problem this project addresses. Include statistics and analysis that validate the problem identified within the jurisdictions participating in this project. Please include the source of the statistics.

PROGRAM INITIATIVES

ENFORCEMENT PROGRAM

Enforcement is one of the seven CATPA initiatives identified for funding to combat auto theft. The CATPA Board shall give priority to applications representing two primary multiagency enforcement task force grant applications: 1) Task force applicant in the Gold Camp Area, and 2) Task force applicant statewide outside the Gold Camp Area. Conditionally, the two multiagency law enforcement task force applicants must ensure a centralized and unified command within and amongst both task forces. This priority shall not exclude the Board's ability to award grants to other applicants, consistent with §42-5-212 C.R.S.

Step 1. To apply for Enforcement funding, a minimum of one (1) of the following Enforcement Goals must be selected.

1. To reduce the incidence of motor vehicle theft within the multijurisdictional area by utilizing criminal law enforcement/investigative techniques.
2. To reduce the incidence of motor vehicle theft within the multijurisdictional area by deploying proactive and/or innovative enforcement/investigative techniques.
3. To increase the apprehension of auto theft offenders who attempt to defraud insurance companies within the multijurisdictional area.

Step 2. Using the above selected Enforcement Goals, establish one (1) Enforcement Objective for each selected goal statement using the S.M.A.R.T.+C Model (refer to the CATPA Grant Manager's Guidance for explanation of the Model).

Objective 1
for Goal 1

Objective 2
for Goal 2

Objective 3
for Goal 3

Step 3. Using the above Enforcement Objectives, establish a minimum of one (1) and a maximum of three (3) Performance Measures for each stated objective (maximum of nine measures). Note: Each Performance Measure should identify quantitative and/or quantitative characterization of performance that are used to evaluate progress towards the stated objective. The Performance Measure must quantify the applicant's efficiency or effectiveness in conducting business operations.

Objective 1
Measurements

Objective 2
Measurements

Objective 3
Measurements

INTELLIGENCE PROGRAM

Intelligence program is one of the seven CATPA initiatives identified for funding to combat auto theft. Intelligence programs may include the gathering of criminal information related to auto theft crimes within Colorado, including the use of crime analysts, information technology systems and other projects that are compliant with the U.S. Department of Justice, Federal Bureau of Investigations, Criminal Justice Information Services Security Policy.

Step 1. To apply for Intelligence funding, a minimum of one (1) of the following Intelligence Goals must be selected.

1. To utilize criminal analytics for the development and use of intelligence-led policing products within the multijurisdictional area.
2. To provide auto theft case deconfliction with all CATPA task forces on case investigations originating within the multijurisdictional area.
3. To provide efficient methodologies of information sharing amongst adjoining CATPA task forces and programs to strengthen case investigations.

Step 2. Using the above selected Intelligence Goals, establish one (1) Intelligence Objective for each selected goal statement using the S.M.A.R.T.+C Model (refer to the CATPA Grant Manager's Guidance for explanation of the Model).

Objective 1
for Goal 1

Objective 2
for Goal 2

Objective 3
for Goal 3

Step 3. Using the above Intelligence Objectives, establish a minimum of one (1) and a maximum of three (3) Performance Measures for each stated objective (maximum of nine measures). Note: Each Performance Measure should identify quantitative and/or quantitative characterization of performance that are used to evaluate progress towards the stated objective. The Performance Measure must quantify the applicant's efficiency or effectiveness in conducting business operations.

Objective 1
Measurements

Objective 2
Measurements

Objective 3
Measurements

TRAINING PROGRAM

Training is one of the seven CATPA initiatives identified for funding to combat auto theft. Training programs supported by CATPA include those that provide or develop specialized training for motor vehicle theft investigations personnel, including but not limited to law enforcement personnel, county title and registration clerks, division of revenue title clerks, and port-of-entry officials, in order to enhance knowledge, skills, procedures, and systems to detect, prevent, and combat motor vehicle theft and fraud and related crimes.

Step 1. To apply for Training funding, a minimum of one (1) of the following Training Goals must be selected.

1. To provide quality statewide auto theft training to enhance knowledge skills and abilities in the realm of management, supervision, investigation, prosecution, analysis, and/or public information.
2. To enable specialized training and/or education pertaining to auto theft crime management, supervision, prosecution, investigation, analysis, technology, and/or public information.

Step 2. Using the above selected Training Goals, establish one (1) objective for each selected goal statement using the S.M.A.R.T.+C Model (refer to the CATPA Grant Manager's Guidance for explanation of the Model).

Objective 1
for Goal 1

Objective 2
for Goal 2

Step 3. Using the above Training Objectives, establish a minimum of one (1) and a maximum of three (3) Performance Measures for each stated objective (maximum of six measures). Note: Each Performance Measure should identify quantitative and/or quantitative characterization of performance that are used to evaluate progress towards the stated objective. The Performance Measure must quantify the applicant's efficiency or effectiveness in conducting business operations.

Objective 1
Measurements

Objective 2
Measurements

PREVENTION & PUBLIC INFORMATION PROGRAM

Prevention and Public Information is one of the seven CATPA initiatives identified for funding to combat auto theft. These are programs that engage in crime prevention efforts, activities, and public awareness campaigns intended to reduce the public's victimization by motor vehicle theft, fraud, and related crimes. Prevention and Public Information programs are focused to provide awareness to the general public of the consequences, costs, prevention techniques and the impact of auto theft crime(s).

Step 1. To apply for Prevention and Public Information funding, a minimum of one (1) of the following Prevention and Public Information Goals must be selected.

1. To identify and engage in crime prevention efforts with public information/relationspartners targeting state, county, city and community audiences to increase the awareness of auto theft victimization.
2. To increase public perception that auto theft victimization is a public endangerment crime, not merely restricted to the loss of property.
3. To utilize and provide a multi-media approach with television, radio and cyber technologies, in delivering public information on the risks, dangers, antidotes and prevention techniques pertaining to the incidence of auto theft.

Step 2. Using the above selected Goals, establish one (1) objective for each selected goal statement using the S.M.A.R.T.+C Model (refer to the CATPA Grant Manager's Guidance for explanation of the Model).

Objective 1
for Goal 1

Objective 2
for Goal 2

Objective 3
for Goal 3

Step 3. Using the above Objectives, establish a minimum of one (1) and a maximum of three (3) Performance Measures for each stated objective (maximum of nine measures). Note: Each Performance Measure should identify quantitative and/or qualitative characterization of performance that are used to evaluate progress towards the stated objective. The Performance Measure must quantify the applicant's efficiency or effectiveness in conducting business operations.

Objective 1
Measurements

Objective 2
Measurements

Objective 3
Measurements

PREVENTION & PUBLIC EDUCATION PROGRAM

h Education # uh u
aimed to modify changes of observable human behavior by use of education to the viable threat and prevention and impact of auto theft crime(s). These programs

Step 1. To apply for Prevention and Public Education funding, a minimum of one (1) of the following goals must be selected.

1. To create an educational campaign to reduce observable risk behaviors that leads to enabling the opportunistic, professional or enterprising auto thief.
2. To create an educational campaign focused on the leading at-risk stolen vehicles by encouraging registered owners to utilize theft prevention/recovery devices.

Step 2. Using the above selected Prevention and Public Education goals, establish one (1) objective for each selected goal statement using the S.M.A.R.T.+C Model (refer to the CATPA Grant Manager's Guidance for explanation of the Model).

Objective 1
for Goal 1

Objective 2
for Goal 2

Step 3. Using the above Prevention and Public Education objectives, establish a minimum of one (1) and a maximum of three (3) Performance Measures for each stated objective (maximum of six measures). Note: Each Performance Measure should identify quantitative and/or quantitative characterization of performance that are used to evaluate progress towards the stated objective. The Performance Measure must quantify the applicant's efficiency or effectiveness in conducting business operations.

Objective 1
Measurements

Objective 2
Measurements

PROSECUTION PROGRAM

Prosecution is one of the seven CATPA initiatives identified for funding to combat auto theft. Prosecution programs provide for the support and maintenance of one or more dedicated prosecutors who have the specific mission and expertise to provide legal guidance and prosecutorial continuity to complex criminal cases arising from the activities of a multi-agency law enforcement program.

Step 1. To apply for Prosecution funding, a minimum of one (1) of the following goals must be selected.

1. To provide quality case management and/or support of major case investigations involving auto theft crimes, originating from CATPA task forces.
2. To provide effective major case investigation prosecutions (e.g., COCCA) involving auto theft crimes originating from CATPA task force investigations.
3. To provide quality case management support and/or prosecution for major case investigations involving auto theft crimes.

Step 2. Using the above selected Prosecution Goals, establish one (1) objective for each selected goal statement using the S.M.A.R.T.+C Model (refer to the CATPA Grant Manager's Guidance for explanation of the Model).

Objective 1
for Goal 1

Objective 2
for Goal 2

Objective 3
for Goal 3

Step 3. Using the above Prosecution Objectives, establish a minimum of one (1) and a maximum of three (3) Performance Measures for each stated objective (maximum of nine measures). Note: Each Performance Measure should identify quantitative and/or quantitative characterization of performance that are used to evaluate progress towards the stated objective. The Performance Measure must quantify the applicant's efficiency or effectiveness in conducting business operations.

Objective 1
Measurements

Objective 2
Measurements

Objective 3
Measurements

PROJECT NARRATIVE

PROJECT NARRATIVE - PAGE 1

Provide a narrative describing the project.

**PROJECT NARRATIVE - PAGE 2 -
CONTINUATION**

PROGRAM BUDGET

BUDGET: PERSONNEL SALARIES (Page 1)

PERSONNEL SALARIES - TOTAL (Personnel Salaries Pages 1 and 2)	
SALARIES - Page 1	
Management	
Analyst	
Prosecution	
General Support Services	

Management Salaries					
	Status	Position	Priority	Agency	Total
1.					
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits):	% CATPA Funded:
2.					
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits):	% CATPA Funded:
3.					
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits):	% CATPA Funded:
4.					
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits):	% CATPA Funded:
5.					
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits):	% CATPA Funded:
Analyst Salaries					
	Status	Position	Priority	Agency	Total
1.					
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits):	% CATPA Funded:
2.					
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits):	% CATPA Funded:
3.					
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits):	% CATPA Funded:
4.					
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits):	% CATPA Funded:
5.					
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits):	% CATPA Funded:
Prosecutor Salaries					
	Status	Position	Priority	Agency	Total
1.					
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits):	% CATPA Funded:
2.					
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits):	% CATPA Funded:
3.					
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits):	% CATPA Funded:
4.					
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits):	% CATPA Funded:
5.					
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits):	% CATPA Funded:
General Support Salaries					
	Status	Position	Priority	Agency	Total
1.					
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits):	% CATPA Funded:
2.					
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits):	% CATPA Funded:
3.					
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits):	% CATPA Funded:
4.					
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits):	% CATPA Funded:
5.					
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits):	% CATPA Funded:

BUDGET: PERSONNEL SALARIES (Page 2)

PERSONNEL SALARIES - TOTAL (Personnel Salaries Pages 1 & 2)

Salaries - Page 2

Investigative

Investigative Salaries				
Category	Position	Priority	Agency	Total
1.				
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits): % CATPA Funded:
2.				
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits): % CATPA Funded:
3.				
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits): % CATPA Funded:
4.				
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits): % CATPA Funded:
5.				
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits): % CATPA Funded:
6.				
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits): % CATPA Funded:
7.				
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits): % CATPA Funded:
8.				
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits): % CATPA Funded:
9.				
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits): % CATPA Funded:
10.				
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits): % CATPA Funded:
11.				
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits): % CATPA Funded:
12.				
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits): % CATPA Funded:
13.				
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits): % CATPA Funded:
14.				
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits): % CATPA Funded:
15.				
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits): % CATPA Funded:
16.				
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits): % CATPA Funded:
17.				
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits): % CATPA Funded:
18.				
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits): % CATPA Funded:
19.				
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits): % CATPA Funded:
20.				
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits): % CATPA Funded:
21.				
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits): % CATPA Funded:
22.				
	Hourly Rate:	Hours/Year:	Salary:	Other (Benefits): % CATPA Funded:

BUDGET SUMMARY

Line Item	Total Request
PERSONNEL	
Salaries	
Overtime	
SUPPLIES & OPERATING	
TRAVEL	
EQUIPMENT	
CONSULTING SERVICES	
SUBTOTAL	
GRANT ADMINISTRATION (max of Subtotal - not to exceed)	
TOTAL	