

ATTORNEY GENERAL  
DEPARTMENT OF JUSTICE

33 CAPITOL STREET  
CONCORD, NEW HAMPSHIRE 03301-6397

JOSEPH A. FOSTER  
ATTORNEY GENERAL



ANN M. RICE  
DEPUTY ATTORNEY GENERAL

May 23, 2016

Her Excellency, Governor Margaret Wood Hassan  
And the Honorable Council  
State House  
Concord, NH 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 in the amount of \$4,075 for the period of July 1, 2016 through June 30, 2017 upon approval of the Governor and Executive Council through June 30, 2017. 100% Federal Funds.

Funding for this request is available in account #02-20-20-201510-1983, Department of Justice, Grants Management, Grants Administration as follows:

<u>Class/Expense</u>	<u>Description</u>	<u>FY16 Amount</u>
026-500251	Membership Dues	\$4,075

EXPLANATION

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

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

Please let me know if you have any questions concerning this request. Your consideration is greatly appreciated.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'J. Foster', written over a horizontal line.

Joseph A. Foster  
Attorney General

#1423838

**Standard questions required for Governor and 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 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 DOJ 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 National Criminal Justice Association enables the Department of Justice Grants Management Unit to partake in vital training sessions regarding proper grant writing and proper management of Criminal Justice funds. It provides a central repository for information on the Byrne JAG Grant Act and other criminal justice programs. In addition, members receive technical assistance, networking opportunities with other members, and 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. The Director or designee should attempt to attend the national conference which is held once a year.

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 State Administering Agency.

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.
- Loss of networking with other members regarding criminal justice grants.



National Criminal Justice Association

www.ncja.org

PRESIDENT

Ms. Jeanne Seith †  
Director  
CO Department of Public Safety

April 1, 2016

VICE PRESIDENT

Mr. Karlton Moore †  
Executive Director  
OH Office of Criminal Justice Services

Invoice  
NCJAFY1617

V#167164

EXECUTIVE DIRECTOR

Mr. Cabell C. Cropper †  
Executive Director  
National Criminal Justice Association

Pay from

BOARD MEMBERS

Mr. John A. Blackburn, Jr. †  
Executive Director  
AZ Criminal Justice Commission

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

1983000-  
600251

Mr. Al Blumstein  
Professor  
H. John Heinz III College  
Carnegie Mellon University

Mr. Robert P. Boehmer, Esq. †  
Vice President, Law Enforcement Consulting  
Harold Heinze

NATIONAL CRIMINAL JUSTICE ASSOCIATION DUES AND SERVICES  
FISCAL YEAR 2016 – 2017

Ms. Jacqueline Bunn †  
Executive Director  
GA Criminal Justice Coordinating Council

Ms. Fran Ecker  
Director  
VA Department of Criminal Justice Services

July 1, 2015 to June 30, 2016

PAID

July 1, 2016 to June 30, 2017

\$4075.00

Ms. Kathleen Howard  
Executive Director  
CA Board of State & Community Corrections

Ms. Anne Jordan, Esq.  
Criminal Process & Specialty Doctrin Manager  
Administrative Office of the Courts

NCJA Fein: 23-7347351

NCJA Membership includes:

Mr. Christian Karvick †  
Executive Director  
DE Criminal Justice Council

Mr. Gordon Lassford  
Director  
IS Criminal Justice Information System

Ms. Renee Emery Magnuson  
Executive Director  
MN Department of Public Safety

Mr. Paul Mitchell  
Court Bailiff  
Mashantucket Pequot Tribal Court

Ms. Jennifer Pealer  
Assistant Professor  
East Tennessee State University

Ms. Linda Rosenberg  
Executive Director  
PA Commission on Crime & Delinquency

Mr. Steve Siegel  
Special Programs Director  
Denver District Attorney's Office

† Denotes Executive Committee Member

- 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](http://www.ncja.org));
- Access to Connect2Justice, our interactive members-only community;
- Access to Connect2Grants library of funding opportunities;
- Free registration for NCJA's Members Only webinar series;
- Peer networking at national and regional meetings;
- Advocacy for the needs and priorities of state, tribal and local criminal justice in Washington, DC;
- Access to discounted onsite training and technical assistance in grants management; and
- Discounted National Forum registration fee for agency employees.

720 Seventh Street, NW  
Third Floor  
Washington DC, 20001

Tel: 202.628.8550  
Fax: 202.448.1723

RECEIVED

MAY 04 2016

BUS. OFFICE