



## Aid to Crime Laboratories

### Request for Applications (RFA)

Application Due Date – Tuesday, May 22, 2018

### Questions & Answers

*As provided in the Aid to Crime Laboratories Request for Applications (RFA) and in the interest of fairness to all prospective applicants, DCJS is posting the following answers to questions received through Wednesday, May 2, 2018 regarding this RFA. Some language has been edited for clarity and/or to consolidate questions.*

**Question 1:** Can grant funds be used to support a full or part-time laboratory assistant that is not performing actual casework but whose duties assist the laboratory in meeting the goals and objectives of the grant?

**Answer:** Yes, grant funds may be used to hire full or part-time personnel not performing actual casework but who assist the laboratory in meeting the goals and objectives of the grant.

**Question 2:** The performance measure for objective #1, task #1 requests the “number and discipline of personnel hired/retained/supported utilizing grant funds”. If the hire is a laboratory assistant not assigned to a specific discipline, would this performance measure be answered “n/a” or would you answer only to the number of personnel and have no response for the discipline?

**Answer:** Laboratories should report the number of personnel, and specify that personnel are not assigned to a specific discipline, but perform general laboratory functions essential to performing forensic testing (such as evidence intake, preparing reagents, instrument maintenance, etc.).

**Question 3:** What are non-personal service resources?

**Answer:** Expenses other than personnel (wages) and fringe benefits are considered non-personal service resources. Examples of non-personal service resources include supplies, instrument maintenance, outsourcing, equipment purchases or leases, program fees, and travel.

**Question 4:** Can Aid to Crime Laboratory funding be used to partially fund equipment?

**Answer:** Yes, funding can be used to partially fund an equipment purchase.

**Question 5:** Does an EEOP Plan need to be submitted with the application?

**Answer:** An EEOP Plan does not need to be submitted with the grant application. However, if a grantee is a governmental agency that employs 50 or more employees and receives an individual grant of \$25,000 or more under the Safe Streets Act, they are required to maintain an EEOP Plan on file.



