

## Janna Benson-Caponera

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**From:** owner-bvp-list@ojp.usdoj.gov on behalf of SCAAP <SCAAP@usdoj.gov>  
**Sent:** Monday, March 09, 2015 11:02 PM  
**Subject:** State Criminal Alien Assistance Program (SCAAP) FY 2015 Application Announcement

Dear SCAAP Participant,

The Bureau of Justice Assistance (BJA) is pleased to announce the upcoming release date of the FY 2015 State Criminal Alien Assistance (SCAAP) Program and to provide updates to the SCAAP Guidance.

BJA administers SCAAP in conjunction with the Bureau of Immigration and Customs Enforcement (ICE) and Citizenship and Immigration Services, Department of Homeland Security (DHS). SCAAP provides federal payments to states and localities that incurred correctional officer salary costs for incarcerating undocumented criminal aliens.

### *Opening Date and Deadline*

The OJP Grants Management System (GMS) is open to accept Fiscal Year 2015 SCAAP applications. **All applications must be submitted electronically at <https://grants.ojp.usdoj.gov> by 6:00 p.m. (e.d.t.) on April 20, 2015. Extensions or exceptions to this deadline cannot be granted.** Because of the volume and complexities involved in verification of all submitted inmate data and the fact that BJA transmits this file to DHS immediately after the close of the solicitation, it is not possible for additional applicant data to be reviewed and sent to DHS after the deadline.

### *How to Apply*

Enter your user name and password at the GMS site <https://grants.ojp.usdoj.gov>. Once you have logged in, go to the Funding Opportunities link on the left hand side of the screen. Search for all Bureau of Justice Assistance grants. Locate the SCAAP solicitation after the search is complete and click on the Apply Online button. For assistance with the user name and password, please contact the GMS Helpdesk at 1-888-549-9901, option 3.

### *Reporting Period*

The FY 2015 reporting period for inmate and salary cost data is July 1, 2013 - June 30, 2014.

### *Salary Costs*

Salary cost data must be actual dollar amounts paid for correctional officers salaries during the reporting period. Correctional officer salary costs may include premium pay for specialized service, shift differential pay, and fixed-pay increases for time in service. It may also include overtime required by negotiated contract, statute, or regulation such as union agreements, contractual obligations, and required post staffing minimums. This figure should not include benefits.

### *FBI Number*

The Bureau of Justice Assistance continues to encourage SCAAP applicants to include the FBI number for each inmate record submitted on the FY 2015 SCAAP application. Since all inmate records submitted on the SCAAP application must have one felony conviction or two misdemeanor convictions, these individual records will have assigned FBI numbers. The FBI number is one of several options that will help ensure that only eligible inmates are entered into the SCAAP application, as the FBI number is automatically assigned to each individual arrested and convicted of a felony or two misdemeanors.

Sincerely,  
SCAAP Program Team