



Dear COPS Office Award Recipient:

The Office of Community Oriented Policing Services (COPS Office) fully supports your efforts and recognizes the challenges we face together. Effective Monday, March 16, pursuant to OMB Memorandum M-20-15 dated March 15, 2020, the U.S. Department of Justice (DOJ) moved to a posture of maximum telework in the National Capital Region until further notice. COPS Office staff members are working remotely and will be available to assist award recipients, stakeholders, and the public during this period. Likewise, all associated systems and services will be available.

Award Payments: The Grants Payment Request System (GPRS) is in service to accept and process award payment requests.

Compliance monitoring: All planned on-site monitoring will be conducted as remote monitoring or postponed until a later date unless otherwise notified. A COPS Office monitoring staff member will be in contact with you to make arrangements where applicable. If your organization is unable to participate in remote monitoring because of operational limitations, you may request postponement until a later date.

Conferences, events, and other gatherings: For COPS Office–sponsored conferences, meetings, trainings, and other gatherings that are scheduled in the near term, cooperative agreement recipients should work with their COPS Office staff award points of contact (POC) to set up meetings as virtual events, postpone, or cancel as appropriate. For events planned further out, please work on a case-by-case basis with your COPS Office award POC.

Award recipients should contact their COPS Office award POCs to address issues resulting from any postponed or canceled meetings, such as using grant funds to cover hotel- or travel-related cancellation fees and penalties.

Award recipients should try to have the airline reimburse the cancelled ticket(s) back to the original form of payment. However, if the airline will only refund the cancellation as a credit, one of the following should take place:

- The award recipient should apply the credit to a future trip for the same COPS Office award or project.
- If that is not possible, the award recipient should use the credit for another COPS Office award or project and reimburse the original COPS Office award or project with the equivalent dollar amount.
- If neither of these options is possible, then the award recipient should process the trip as a cancellation, which the COPS Office approves to be charged to the grant because of this mitigating circumstance.

Award recipients should provide similar guidance to subrecipients (that is, subawardees) when applicable. Please work with your COPS Office award POCs to document applicable changes via a modification for record keeping purposes.

Interruptions in performance of work under the grant: Award recipients (and subrecipients/subawardees) should review the DOJ Grants Financial Guide and the Part 200 Uniform Requirements (2 C.F.R. Part 200, as adopted by DOJ) (see, for example, 2 C.F.R. 200.430 and 2 C.F.R. 200.431, under Subpart E – Cost Principles), as well as the recipient’s (or subrecipient’s/subawardee’s) local governing policies, to help in determining how the recipient’s personnel costs may be treated during any period(s) of interruption to the performance of work under the award. Award recipients should direct any questions about allowability of costs to their COPS Office award POCs or contact the COPS Office Response Center via email at askcopsRC@usdoj.gov or by phone at 800-421-6770.

Award extensions: In accordance with Part 200 Uniform Requirements (2 C.F.R. Part 200, as adopted by DOJ) and consistent with the DOJ Grants Financial Guide, most COPS Office awards may be eligible for a no-cost extension at the discretion of the COPS Office.

Programmatic and Financial Reporting Requirements: Award recipients should continue to complete reporting requirements as timely as possible. If additional time is needed to complete programmatic or financial reporting requirements, please contact your COPS Office award POCs or contact the COPS Office Response Center via email at askcopsRC@usdoj.gov or by phone at 800-421-6770.

Solicitations: The COPS Office has extended the solicitation deadline for several open grant programs because of the potential impact of jurisdictional emergency responses to COVID-19 that may cause reasonable delays for applicants. The following program deadlines have been extended:

- **Deadline Extended from March 31 to April 14**
 - Community Policing Development (CPD) Program
 - Law Enforcement Mental Health and Wellness Act (LEMHWA) Program
 - Preparing for Active Shooter Situations (PASS) Program
 - Tribal Resources Grant Program–Technical Assistance (TRGP-TA)
- **Deadline Extended from April 8 to April 22**
 - Anti-Heroin Task Force (AHTF) Program
 - COPS Anti-Methamphetamine Program (CAMP)
- **Deadline Extended from April 8 to April 29**
 - School Violence Prevention Program (SVPP)

Thank you all for your patience and your continued efforts to keep our communities safe and advance public safety.