



COMMONWEALTH OF PENNSYLVANIA
PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY

Date: July 14, 2022

Subject: 2023-24 Medical Marijuana Act Enforcement

To: Local Police Departments

From: Michael Pennington
Executive Director

A handwritten signature in blue ink, appearing to read "Michael D. Pennington".

The Pennsylvania Commission on Crime and Delinquency (PCCD) is now accepting applications for funding under the Medical Marijuana Act Enforcement solicitation. This initiative will support the emerging issues that law enforcement faces or will face related to the enforcement of this Act.

Under this solicitation, eligible activities include, but are not limited to, Drug Recognition Experts training; education, training, and awareness programs; and other enforcement activities outlined within the funding announcement.

Funds may also support pilot data-sharing projects for multi-jurisdictions to collect and share data relating to the enforcement of the Medical Marijuana Act; purchase of field-testing equipment to establish prima facie measures; support activities to reduce criminal activity directed against legitimate persons purchasing medical marijuana near a licensed, jurisdictional facility; and other enforcement strategies related to the Medical Marijuana Act.

A total of \$2,500,000 in Medical Marijuana Act Enforcement funds is being announced to support this initiative. PCCD expects to fund up to 20 grants with budgets not to exceed \$200,000 over the two-year project period.

Questions concerning the Egrants System should be made directly to the Egrants Help Desk at either (717) 787-5887 or you may call toll-free at (800) 692-7292 and select option 9 and then option 6 when prompted, or by email at RA-egrantssupport@pa.gov.

We look forward to receiving applications under this funding opportunity and supporting local police departments to increase public safety in the Commonwealth.



Office of Justice Programs

Medical Marijuana Act Enforcement

Fiscal Year 2022/2023 Solicitation

Please Note: Applications are *only* accepted through PCCD's Egrants system. Applicants must register in Egrants prior to submitting an application. Applicants are strongly encouraged to familiarize themselves with the Egrants system and allow adequate time to prepare and submit an application.

Recommended [Egrants Agency Registration](#) Date:

August 11, 2022

Recommended [Egrants User Registration](#) Date:

August 25, 2022

Mandatory Egrants Application Deadline:

September 1, 2022

This funding guideline contains information not appearing in the Egrants application. Applicants are advised to print and review this document and refer to it while completing your Egrants application.

PCCD Program Staff may only respond to questions to clarify the funding announcement. Questions must be sent via email to RA-PCCD-OCJSI@pa.gov with "Medical Marijuana Act Enforcement" in the subject line. All questions regarding this funding announcement must be received by close of business on **August 26, 2022. PCCD staff will post responses to questions, as they are received, on [PCCD's website](#). Select the appropriate funding announcement to view questions and answers.**

For any technical or system questions, contact and ask for the Egrants Help Desk at (717) 787-5887 or (800) 692-7292, or by emailing RA-eGrantsSupport@pa.gov.

PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY
Office of Justice Programs

Funding Stream: State Medical Marijuana Act Funds

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PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY
Office of Justice Programs

Funding Announcement Title: Medical Marijuana Act Enforcement

Funding Stream: State Medical Marijuana Act Funds

Submission Requirements for Applications:

- **Scoring** – All applications received will be [competitively reviewed and scored](#) based on the applicant’s adherence to the funding announcement guidelines and timely submission in the PCCD Egrants system.
- **Due Date** – Applications must be submitted electronically through PCCD’s Egrants system no later than 11:59 PM on Thursday, September 1, 2022.
- **Technical Assistance** – Grant application and administrative guides can be accessed on [PCCD’s website](#) under the Funding section. Applicants are strongly encouraged to review the application and administrative guides before calling the Egrants Help Desk for assistance. The Egrants Help Desk is available to assist with technical or system questions Monday through Friday until 4:00 PM and may be reached by calling (717) 787-5887 or (800) 692-7292, or by emailing RA-eGrantsSupport@pa.gov.
- **Egrants Submission** – An application submitted in Egrants by the deadline is not considered complete until PCCD has received the original signature page, as well as any other required documents. Successful applications will be presented for consideration at the December 14, 2022 Commission meeting.
- **Administrative Rejection** – An application that does not meet all the listed requirements in this funding announcement may be administratively rejected.
- **Corrections** – If PCCD returns an application for corrections, the final application (including all corrections and required documents) must be returned to and approved by PCCD for the requested funding to be awarded.
- **Non-supplantation** – Funding must not be used to supplant/replace state, federal, or local funds that would otherwise be available to provide for program-related services. PCCD funding is to be used in addition to other funds that are made available for services.
- **Keywords** – Applicants are required to select “Keywords” from the dropdown menu located on the Main Summary screen in Egrants. The required keywords are below. Applicants may also select other keywords that apply specifically to their application.

Keyword: Medical Marijuana Act

PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY
Office of Justice Programs

1. Overview:

The Pennsylvania Commission on Crime and Delinquency (PCCD) is now accepting applications for funding under the Medical Marijuana Act Enforcement solicitation. This initiative will support the emerging issues that law enforcement faces or will face related to the enforcement of this Act.

On April 17, 2016, Governor Tom Wolf signed into law Senate Bill 3, the state's Medical Marijuana Program. The implementation of the program offered medical marijuana to patients who are under a physician's care for the treatment of serious medical conditions. The Medical Marijuana Program included funding for research institutions to study the use of medical marijuana to treat other serious conditions. In addition, Act 16 of 2016 established an advisory committee that will review these research findings and make recommendations to the legislature for changes to the Act.

In Section 902 of Chapter 9 (Tax on Medical Marijuana) of the Act, the Medical Marijuana Program Fund is established as a special fund in the State Treasury. As part of the appropriation of money in the fund, PCCD will receive and distribute 5% of the revenue as indicated below:

Section 902. Medical Marijuana Program Fund.

(4) To the Pennsylvania Commission on Crime and Delinquency, for distribution to local police departments which demonstrate a need relating to the enforcement of this act, 5% of the revenue in the fund.

All prescriptions are required to be kept in their original packaging which must include the name of the grower, the name of the dispensary, the form and species of medical marijuana, and the percentage of THC and cannabinal contained in the product.

It is unlawful to:

- Smoke medical marijuana.
- Incorporate into an edible form except if done so by a patient or caregiver in order to aid in ingestion of the medical marijuana.
- Grow medical marijuana without a permit.
- Dispense medical marijuana without a permit.
- Dispense medical marijuana to unauthorized persons.
- Falsely possess or alter a medical marijuana identification card.
- Adulterate, fortify, contaminate, or otherwise change the purity of medical marijuana.
- Aid, abet, counsel, induce, procure, or cause another to violate the act.

2. Funding Availability:

A total of approximately \$2.5 million in state funds is being announced to support this initiative. PCCD expects to fund approximately 15-20 grants. There is no match requirement under this solicitation.

Applicants may apply for up to \$200,000 under this initiative.

Significant Dates:

- **September 1, 2022** – Applications are due in PCCD's Egrants System.
- **December 14, 2022** – Applications are presented to the Commission for action.
- **January 1, 2023** – Project start date.

Award letters will be available in Egrants, as soon as possible, after the applications are approved.

PCCD is not liable for costs incurred prior to the official start date of the award.

3. Project Dates:

Contingent upon availability of funds, projects approved at the December 14, 2022 Commission meeting will be 24-month projects and have a start date of January 1, 2023 and an end date of December 31, 2024.

4. Eligible Applicants:

Eligible applicants are municipalities and regional police departments proposing to implement projects and programs that directly address the enforcement of the Medical Marijuana Act.

Applicants must be in good standing with PCCD to be eligible for these funds.¹ The applicant and recipient agencies' historical success in implementing PCCD-funded programs/initiatives that met their intended goals will be considered in the review process. Applicants are not required to have a prior funding history with PCCD to be eligible.

5. Eligible Program Activities and Expenses:

Funds for the proposed program shall be used to support one or more of the following:

- Drug Recognition Experts (DRE) training:
 - Funds may be used to reimburse agencies for overtime to fill required shifts while other officers are attending this training. Funds may also be used for other expenses relating to training, including, but not limited to, travel expenses as appropriate.
 - **Please note:** There are prerequisites required for participation in DRE training including certification as a Standardized Field Sobriety Testing (SFST) Practitioner and SFST Instructor along with completion of an Advanced Roadside Impaired Driving Enforcement (ARIDE) Training. For a full listing of prerequisites and application requirements, please review the information on the [PA DUI Association TEAM DUI](#) website.
- Education, training, and awareness programs:
 - Funds may be used for costs related to training focused on the enforcement of the Medical Marijuana Act. Examples of eligible expenses include, but are not limited to:
 - Training or conference registration costs, and overtime reimbursement to agencies to offset the costs of overtime for officers required to fill shifts while other officers are attending training;
 - Standardized Field Sobriety Testing (SFST) Practitioner training;
 - Standardized Field Sobriety Testing (SFST) Instructor training;

¹ This may include, but is not limited to, compliance with PCCD program and fiscal reporting requirements, State and Federal funding guidelines, and acceptable risk rating as determined by PCCD.

- Advanced Roadside Impaired Driving Enforcement (ARIDE) training;
- Purchase of field-testing equipment to establish prima facia measures;
- Support activities to reduce criminal activity directed against legitimate persons purchasing medical marijuana near a licensed, jurisdictional facility; and
- Costs related to forensic testing of intoxicants.
- Other Enforcement Activities
 - Reimbursement of overtime costs for required court appearances by law enforcement officers related to medical marijuana cases;
 - Pilot data-sharing projects for multi-jurisdictions to collect and share data relating to the enforcement of the Medical Marijuana Act;
 - Strategies to combat the distribution of medical marijuana to unauthorized persons; and
 - Other strategies relating to the enforcement of the Medical Marijuana Act.

All expenses must be described and justified in the Budget Detail section of the application. Each cost should be a separate line item and include the calculation for each item allocated to the grant.

6. Ineligible Program Activities and Expenses:

The following items are not eligible for funding and may result in an administrative rejection of the application:

- RADAR/LIDAR;
- Funds may not be used directly or indirectly for security enhancements or equipment for nongovernmental entities not engaged in criminal justice or public safety and good order.

7. Required Egrants Sections/Documents:

- a. Required Egrants Sections – All sections identified in Egrants are required. Applicants will not be able to submit their grant application in Egrants until all sections are marked as complete.
- b. Required Signed Documents – Applications must be accompanied by the following documents which should be uploaded in the Attachments section in Egrants (unless otherwise specified below):
 - The completed Signature Page (page 2 of the application-upload to the Main Summary section of your application);
 - Letter(s) of Support

8. Scoring:

Applicants must submit the requested information for each section specified below within the defined response fields provided in Egrants. Responses should not be duplicated in multiple sections.

The following application sections in Egrants have a point value associated with them and will be scored as described below:

a. **Executive Summary – Maximum of 5 points**

All applicants should fill out the following script and paste into the executive summary section:

The name of applicant is requesting \$_____ to [provide a single sentence or two of what you are seeking to implement with your grant funding].
These funds will be used for the following: [provide bullet points of what the funds will be used for].

b. **Budget Detail – Maximum of 20 points**

As stated in PCCD's [Applicant's Manual](#), all costs must be allowable, necessary for the performance of the project, reasonable, allocated to the project consistently, and claimed against only one grant award. The budget detail section should identify what the funds will be used for and line items should be entered for each budgeted cost. Calculations should be clear and entered as the Egrants system requires in the budget detail section.

For any budgeted cost that is not self-explanatory, clearly explain the relationship between the budgeted costs and the proposed project activities/operation. Describe how the item will be used in the implementation of the proposed project. This section may include additional explanation of the computations stated in the Budget Detail section; however, computations provided within the line items should not be replicated in the justification field(s).

** Items should only be listed under the Equipment category if the cost of one item is \$5,000 or greater. Items with a cost of less than \$5,000 should be listed under Supplies and Operating Expenses.

NOTE: PCCD has final approval of all budgets and may require budget reductions.

c. **Project Description – Maximum of 30 points**

This description should provide an overview of the project, project objectives, and project plan that includes a clear goal(s). Briefly describe your implementation plan and what the project will do.

Describe the location of the proposed project (is it countywide, regional in terms of regional police jurisdictions, or specific to townships, boroughs, etc.); target population; estimated numbers to be served; how participants will be referred; and how volunteers, if applicable, will be used.

d. **Statement of Problem – Maximum of 30 points**

This section establishes the locally identified problem the applicant is seeking to address and how the problem was identified.

Provide supporting data/facts/figures specific to the project and relevant to the problem and request. Include data specific to the geographic area the project will serve and compare this data to other available state, local, and/or national data elements to articulate the need.

Applicants are also asked to express why funding is needed to support the proposed project. Applicants are strongly encouraged to describe their financial need, or the

financial need of their community, as part of the response in this section to justify why funding is needed to support the project.

e. **Measurement of Program Outcomes – Maximum of 15 points**

This section establishes that the applicant has a clear understanding of the intent of the project and has a reasonable method to measure its success and impact. Discuss how the impact of the project will be assessed and the process measures that will be used to monitor the implementation of the project, establish intermediate outcomes that will be used to measure the success of the project and how they will be tracked (what data will be collected), and describe the method, tools, and documentation that will be used to track process and outcome measures.

9. Performance Measures:

Under this funding announcement, applicants **are required** to develop performance measures, as part of the application, that are specifically related to the proposed activities outlined in the application. Subgrant recipients under this Funding Announcement **will be required** to report outcome data to PCCD on the deliverables described in the application via Quarterly Progress Reports in PCCD's Egrants system.

In addition, subgrant recipients under this Funding Announcement will be required to accept and report on additional performance measures, as applicable, selected by PCCD staff.

10. Competitive Bidding/Sole Source Procurement:

All procurement transactions shall be conducted in a manner that provides open and free competition. Grant recipients must follow the Procurement Standards section in PCCD's [Applicant's Manual](#).

Procurements by noncompetitive proposal are strongly discouraged and must demonstrate an economic benefit or lack of alternate resources to be justified. If a request is made, the prospective applicant must identify the request as a procurement by noncompetitive proposal and provide a substantial justification for the request within their funding request (See PCCD's [Applicant's Manual](#) for Procurement by Noncompetitive Proposal Approval Procedure).

11. Administrative Requirements:

a. Egrants Agency and User Registration:

Prior to submitting a grant application, both the applicant agency and at least two users from the applicant agency must be registered in Egrants. Applicants are strongly advised to allow adequate time to work on application documents in Egrants prior to the submission deadline. Please go to the [Registering in Egrants](#) page on PCCD's website for further information.

b. Fiscal Accountability:

See the [Fiscal Accountability page](#) on PCCD's website for further information.

c. Time and Effort Reporting:

See the [Time and Effort Reports page](#) on PCCD's website for further information.

d. Grant Payments:

- Payments will not be released until all applicable special conditions on the grant award have been satisfied.
 - All grantees are required, at a minimum, to submit quarterly fiscal reports. PCCD will only make payments to reimburse actual expenditures reported on the fiscal reports. An agency experiencing cash flow problems may submit fiscal reports monthly and PCCD will reimburse reported expenditures. Non-submission or late submission of the required reports will result in payment delays.
 - ACH Payments:
 - All payments to grant recipients will be made through ACH.
 - Either before or at the time an application is submitted to PCCD, the applicant agency must [register as a Non-Procurement Vendor](#) with the Commonwealth of Pennsylvania.
- e. Federal Transparency Act Certification:
This section is required for both state and federal funding streams. See the [Federal Application Requirements page](#) on PCCD’s website for further information.
- f. Reporting Requirements:
- Programmatic reports are due quarterly.
 - Fiscal reports are due quarterly.
 - Late submission of programmatic and fiscal reports may delay payments.
 - All reports must be submitted through the Egrants system.
- g. UCR Reporting:
Every criminal justice entity who is required to submit UCR report data and is participating in this project must submit Uniform Crime Report (UCR) data to the Pennsylvania State Police. If a required entity is not submitting UCR data, they may be ineligible for funding.
- h. Information Technology (IT) Project Conditions:
PCCD is required to include subgrant conditions for grants that will fund IT projects. These conditions are mandated to ensure compatibility with state and federal IT standards and requirements. View these [IT Conditions](#) on PCCD’s website.

12. PCCD Contact Information and Resources:

Staff are only able to clarify the funding announcement and are not be able to answer any questions about how a potential applicant should respond to any section.

Questions regarding this funding announcement should be directed as follows:

- Email your funding announcement questions to RA-PCCD-OCJSI@pa.gov with “Medical Marijuana Act Enforcement” in the subject line.
- Questions must be received by close of business on Friday, August 26, 2022.
- All questions and answers will be posted under this funding announcement title on the [Funding Announcement Q&A page](#) of the PCCD website.

- a. Egrants Funding Announcement:
Log into the Egrants system and search under the “Funding Announcement” tab for Medical Marijuana Act Enforcement.
- b. PCCD Guidelines and Documents:
Applicants should be familiar with the [Applicant’s Manual](#), Standard Subgrant Conditions, and other documents common to PCCD’s grant application process, all of which are available on the [Grant Information](#) page of the PCCD website. Additionally,

grant application and administrative guides can be accessed on [PCCD's website](#) under the Funding link.

c. Egrants Technical Questions:

For any technical or system questions, contact and ask for the Egrants Help Desk at (717) 787-5887 or (800) 692-7292, or by emailing RA-eGrantsSupport@pa.gov.

d. PCCD Webmaster:

Please address any technical problems you may have with the website or online forms to the [PCCD Web Master](#).

e. Reporting Potential Fraud, Waste and Abuse:

Information about waste, fraud, abuse, conflict of interest, bribery, gratuity, or other similar misconduct, or whistleblower reprisal relating to a PCCD employee, program, contract, or grant, may be reported to the PCCD Fraud Hotline at (717) 525-5031. For more information, visit the [Reporting Fraud, Waste and Abuse](#) page on PCCD's website.

13. Submission Information:

The application must be entered in Egrants **no later than Thursday, September 1, 2022 by 11:59 PM.**

The executed signature page (page 2 of the application) must be uploaded to the Project Summary section of your application. A guide to assist you with this is available on our website at:

[https://www.pccd.pa.gov/Funding/Documents/Signature%20Page Award%20Letter%20Walkthrough.pdf](https://www.pccd.pa.gov/Funding/Documents/Signature%20Page%20Award%20Letter%20Walkthrough.pdf)

The Pennsylvania Commission on Crime and Delinquency is an equal opportunity employer.