



STATE OF MISSISSIPPI  
DEPARTMENT OF PUBLIC SAFETY  
DIVISION OF PUBLIC SAFETY PLANNING

TATE REEVES  
GOVERNOR

SEAN J. TINDELL  
COMMISSIONER

November 15, 2023

Todd Jordan, Mayor  
City of Tupelo  
Post Office Box 7381  
Tupelo, MS 38802

Subject: Project Number: 21PS2321  
Program: Project Safe Neighborhoods (PSN – Northern District)  
Effective Date: **November 15, 2023**

Dear Mayor Jordan:

We are pleased to inform you that the Division of Public Safety Planning has approved your subgrant application for the **MS Project Safe Neighborhoods (PSN)** in the amount of **\$34,610.00**. Enclosed are the following contractual items. Please read these documents to determine your requirements under the subgrant.

1. Subgrant Signature Sheet
2. Budget Summary - *initial*
3. Cost Summary Support Sheet – *initial*
4. OJP PSN Statement of Special Conditions – *initial all sheets*
5. OJP Subgrant Standard Assurances (*Attachment A*)
6. Certification of Equal Employment Opportunity (*Attachment B*)
7. Federal Civil Rights Compliance Checklist (*Attachment C-1*)
8. Civil Rights Training Certificate (*Attachment C-2*)
9. Discrimination Complaint Policy and Procedures (*Attachment E*)
10. Certification Regarding Debarment (*Attachment F*)
11. Certification Regarding Lobbying (*Attachment G*)
12. Match Certification (*Attachment H*)
13. Copy of Current CCR Registration
14. Return Document Checklist

We particularly want to bring to your attention the requirement that items **1 – 13 (with the exception of item #9)** should be signed or initialed in blue ink and returned to the Department of Public Safety Planning immediately. Please retain a copy for your files. If there are any questions concerning this award, please contact O.J. Craft at (601) 391-4889.

Sincerely,

  
Emberly K. Holmes  
Office Director

# PSN AWARD PACKET RETURN CHECKLIST

Please check the list below against the items you are returning to ensure that all pertinent information is enclosed. **Do not return Attachment E. It is intended as an example of what complaint policies and forms should look like.**

- One Signature Sheet signed in blue ink.
- Budget Summary Sheet (initialed)
- Cost Summary Sheet (initialed)
- OJP PSN Statement of Special Conditions
- OJP Sub-grant Standard Assurances (Attachment A)
- Certification of Equal Employment Opportunity (Attachment B)
- Federal Civil Rights Compliance Checklist (Attachment C-1)
- Civil Rights Training Certification Form (Attachment C-2)
- Certification Regarding Debarment (Attachment F)
- Certification Regarding Lobbying (Attachment G)
- Document Return Checklist

All of the above award documents (**signed in blue ink**) are enclosed and returned by:

  
\_\_\_\_\_

Sub-grant Contact Person

05 Dec. 2023  
\_\_\_\_\_

Date