



Commonwealth of the Northern Mariana Islands

CRIMINAL JUSTICE PLANNING AGENCY
Criminal Justice Statistical Analysis Center
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MEMORANDUM

March 31, 1995

To: Mr. Joaquin L. Pangelinan
Special Assistant for Administration
Office of the Governor

Fr: Acting Executive Director
Criminal Justice Planning Agency

Re: *Third Constitutional Convention*

Greetings from the Criminal Justice Planning Agency (CJPA)!

I am in response to your memorandum dated March 29, 1995, reference support of the Third Constitutional Convention. This is to inform you that CJPA lacks the facility, equipment, and staff to support the needs for the Third Constitutional Convention. As you may already know, the CJPA administers (6) six federal programs that requires enormous work in monitoring grant recipients. The CJPA staff is responsible for the timely submission of annual federal program applications, project monitoring, statistical data collection, annual reports, financial monitoring, and other related activities.

Presently, our office is limited to occupy (7) seven staff with only (5) five office rooms available that is shared amongst the staff. Office equipment such as computer hardware/software, xerox, fax, and other equipment are being utilized by our staff for the implementation of these programs.

Thank you for consideration and understanding in this matter. If you have any questions, please feel free to contact me at your convenience.

Sincerely,


Harry C. Blanco

